

AGENDA

COUNTY OF OXFORD COUNCIL

Wednesday, April 12, 2023, 9:30 a.m.
21 Reeve Street, Woodstock and online
www.oxfordcounty.ca/livestream

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING
 - 4.1 March 22, 2023
5. PUBLIC MEETINGS
 - 5.1 Resolution to go into a Public Meeting pursuant to the Planning Act
 - 5.1.1 Applications for Official Plan Amendment and Plan of Subdivision OP 22-11-7; SB 22-01-7 Victoria Wood (Tillsonburg-West) GP Inc.

To consider an amendment to the Official Plan and to consider a proposed plan of subdivision consisting of 26 blocks for single-detached dwellings, 3 blocks for a mix of single detached dwellings and townhouse dwellings, 2 blocks for street fronting townhouse dwellings, 2 blocks for medium density development, and 1 block for high density development, one park block, 2 blocks for stormwater management, one open space block, and three walkway blocks, served by nine new local streets and extensions of Esseltine Drive, Dereham Drive, and Grandview Drive in the Town of Tillsonburg.

* See Report No. CP 2023-112

* Presentations attached from MHBC Planning, Urban Design & Landscape Architecture and the Baldwin Place Residents Association
 - 5.1.2 Applications for Official Plan Amendment (OP 21-18-8) and Plans of Subdivision (SB 21-13-8 & SB 21-14-8) Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc.

To consider an amendment to the Official Plan to facilitate the development of the subject lands for residential use via plans of subdivision. The amendment to the Official Plan proposes to include the subject lands within the Woodstock Large Urban Centre settlement area and to designate the lands as Low Density Residential,

Medium Density Residential, High Density Residential and Open Space. The proposed plans of subdivision will accommodate 429 lots for single detached dwellings, 231 townhouse units, up to 300 apartment dwelling units, 1 park block, 1 parkette, 3 stormwater management blocks and 7 open space blocks served by a number of municipal roads and walkways.

* See Report No. CP 2023-107

- 5.1.3 Applications for Official Plan Amendment and Plan of Subdivision OP 22-27-7; SB 22-03-7 Performance Communities Realty Inc.

To consider an Official Plan Amendment to amend the designation of one block within the proposed plan of subdivision from Low Density Residential to Medium Density Residential, to facilitate a medium density townhouse block. The application for Draft Plan of Subdivision proposes to facilitate the creation of 80 lots for single detached dwellings, 16 blocks for 83 townhouse units, one block for future medium density residential development, 6 open space blocks and one stormwater block, served by 3 new local streets and the extension of Woodcock Drive in the Town of Tillsonburg.

* See Report No. CP 2023-113

- 5.1.4 Applications for Official Plan Amendment and Plan of Subdivision OP 22-19-7; SB 22-06-7 - Lindprop Corp.

To consider an Official Plan Amendment and to facilitate a medium density residential block in the northeast portion of the subject property. The proposed draft plan of subdivision consists of 15 blocks for low density residential development (consisting of single detached dwellings, semi-detached dwellings and/or townhouse dwellings), 1 block for future medium density residential development, 4 open space blocks, served by 5 new local streets and the extension of Martin Street, Braun Avenue, and Mallard Avenue in the Town of Tillsonburg.

* See Report No. CP 2023-114

- 5.1.5 Resolution to adjourn the Public Meeting

- 5.2 Consideration of Report No. CP 2023-112 - Applications for Official Plan Amendment and Plan of Subdivision OP 22-11-7; SB 22-01-7 Victoria Wood (Tillsonburg-West) GP Inc.
- 5.3 Consideration of Report No. CP 2023-107 - Applications for Official Plan Amendment (OP 21-18-8) and Plans of Subdivision (SB 21-13-8 & SB 21-14-8) Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc.
- 5.4 Consideration of Report No. CP 2023-113 - Applications for Official Plan Amendment and Plan of Subdivision OP 22-27-7; SB 22-03-7 Performance Communities Realty Inc.
- 5.5 Consideration of Report No. CP 2023-114 - Applications for Official Plan Amendment and Plan of Subdivision OP 22-19-7; SB 22-06-7 - Lindprop Corp.

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

- 6.1 Southwestern Public Health
Cynthia St. John, Chief Executive Officer
Monica Nusink, Director of Finance

Re: 2023 Budget

6.2 Oxford County Situation Table

Randy Peltz, Executive Director, Oxford County Community Health Centre

Sarah Irwin RN, Chair Oxford County Situation Table

Re: Overview of trends experienced in 2022

7. CONSIDERATION OF CORRESPONDENCE

7.1 Association of Ontario Road Supervisors

March 27, 2023

Re: Objection to new fee proposed by Enbridge Gas

7.2 Ministry of Municipal Affairs and Housing

March 9, 2023

Re: 2023 Rural Ontario Municipal Association (ROMA) Conference

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2023-112 - Applications for Official Plan Amendment and Plan of Subdivision OP 22-11-7; SB 22-01-7 Victoria Wood (Tillsonburg-West) GP Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-11-7, submitted by Victoria Wood (Tillsonburg-West) GP Inc., for lands legally described as Part of Lots 8 & 9, Concession 11 (Dereham) and Part of Lot 8, Concession 12 (Dereham) in the Town of Tillsonburg, to amend the present extent and location of the existing High and Medium Density Residential designations to facilitate the development of the subject lands for residential development;
2. And further, that Council approve the attached Amendment No. 293 to the County of Oxford Official Plan and that the necessary by-law to approve Amendment No. 293 be raised;
3. And further, that Oxford County Council grant draft approval to a proposed residential subdivision, File No. SB 22-01-7, submitted by Victoria Wood (Tillsonburg-West) GP Inc., for lands legally described as Part of Lots 8 & 9, Concession 11 (Dereham) and Part of Lot 8, Concession 12 (Dereham) in the Town of Tillsonburg, subject to the conditions attached to this report as Attachment 4 being met prior to final approval.

* See Item 5.1.1

8.1.2 CP 2023-107 - Applications for Official Plan Amendment (OP 21-18-8) and Plans of Subdivision (SB 21-13-8 & SB 21-14-8) Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 21-18-8, , submitted by Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc. for lands described as Lot 14 and Part Lot 30, RCP 1621

(South-West Oxford), in the City of Woodstock to redesignate the subject lands from 'Agricultural Reserve' and 'Future Urban Growth' to 'Large Urban Centre', 'Low Density Residential', 'Medium Density Residential', 'High Density Residential', 'Open Space' and 'Environmental Protection' to facilitate the development of the lands for residential purposes;

2. And further, that Council approve the attached Amendment No. 292 to the County of Oxford Official Plan and raise the necessary by-law to approve Amendment No. 292;
3. And further, that Oxford County Council grant draft approval to proposed residential plans of subdivision, Files No. SB 21-13-8 and SB 21-14-8, as submitted by Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc. for lands described as Lot 14 and Part Lot 30, RCP 1621 (South-West Oxford), in the City of Woodstock, subject to the conditions attached to this report as Schedule "A" being met prior to final approval.

* See Item 5.1.2

- 8.1.3 CP 2023-113 - Applications for Official Plan Amendment and Plan of Subdivision OP 22-27-7; SB 22-03-7 Performance Communities Realty Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-27-7, submitted by Performance Communities Realty Inc., for lands legally described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg, to re-designate a portion of the subject lands from Low Density Residential to Medium Density Residential to facilitate a future medium density residential block within a proposed draft plan of subdivision;
2. And further, that Council approve the attached Amendment No. 295 to the County of Oxford Official Plan and that the necessary by-law to approve Amendment No. 295 be raised;
3. And further, that Oxford County Council grant draft approval to a proposed residential subdivision, File No. SB 22-03-7, submitted by Performance Communities Realty Inc, for lands legally described as Part of Lots 6, Concession 10 (Dereham) and Blocks 1821, Plan 41M-148, in the Town of Tillsonburg, consisting of 80 lots for single detached dwellings, 16 lots for townhouse dwellings, one block for medium density residential development, 6 open space blocks and one stormwater block, served by 3 new local streets and the extension of Woodcock Drive, subject to the conditions attached to this report as Attachment 5 being met prior to final approval.

* See Item 5.1.3

- 8.1.4 CP 2023-114 - Applications for Official Plan Amendment and Plan of Subdivision OP 22-19-7; SB 22-07-7 - Lindprop Corp.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-19-7, submitted by Lindprop Corp., for lands legally described as Part of Lots 4 & 5, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of

Tillsonburg, to re-designate portions of the subject lands Low Density Residential, Medium Density Residential, and Open Space to facilitate a proposed draft plan of subdivision;

2. And further, that Council approve the attached Amendment No. 294 to the County of Oxford Official Plan and that the necessary by-law to approve Amendment No. 294 be raised;
3. And further, that Oxford County Council grant draft approval to a proposed residential subdivision, File No. SB 22-07-7, submitted by Lindprop Corporation Inc, for lands legally described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg, consisting of 15 blocks for low density residential development (consisting of single detached dwellings, semi-detached dwellings or townhouse dwellings), 1 block for future medium density residential development, 4 open space blocks, served by 5 new local streets and the extension of Martin Street, Braun Avenue, and Mallard Avenue, subject to the conditions attached to this report as Attachment 4 being met prior to final approval.

* See Item 5.1.4

8.2 HUMAN SERVICES

8.2.1 HS 2023-05 - My Second Unit Program Update

RECOMMENDATIONS

1. That County Council approve amendments to the 'My Second Unit' funding program, as detailed in Report No. HS 2023-05;
2. And further, that Report No. HS 2023-05 be circulated to Area Municipalities for information purposes.

8.3 PUBLIC WORKS

8.3.1 PW 2023-22 - Contract Award – 2023 Road Resurfacing and Culvert Replacements

RECOMMENDATIONS

1. That Oxford County Council award a contract to the low bidder, GIP Paving Inc. (formerly Coco Paving Inc.), in the amount of \$4,969,647 (excluding HST), for the 2023 Road Resurfacing and Culvert Replacements;
2. And further, that Oxford County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.

8.3.2 PW 2023-23 - Contract Award – Trans Canada Trail Pedestrian Bridge Replacement

RECOMMENDATIONS

1. That County Council award a contract to the low bidder, 2220742 Ontario Ltd. (Bronte Construction), in the amount of \$2,165,086 (excluding HST) for the replacement of Bridge No. 20115 on the Trans Canada Trail in the Town of Tillsonburg;
2. And further, that County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

8.4 CORPORATE SERVICES

8.4.1 CS 2023-11 - Purchasing Policy Amendments

RECOMMENDATIONS

1. That amendments to the Purchasing Policy No. 6.07, as attached to Report No. CS 2023-11, be adopted;
2. And further, that By-Law No. 4449-2004, as amended, be repealed.

8.4.2 CS 2023-12 - 2023 Tax Policy By-law

RECOMMENDATION

1. That By-law No. 6527-2023, being a by-law to establish tax ratios and levy tax rates for upper-tier purposes for the year 2023, be presented to Council for enactment.

9. UNFINISHED BUSINESS

9.1 Pending Items

10. MOTIONS**11. NOTICE OF MOTIONS****12. NEW BUSINESS/ENQUIRIES/COMMENTS****13. CLOSED SESSION**

Regarding information supplied in confidence to the County by another level of government and labour relations or employee negotiations.

13.1 Closed Session Begins

Time _____

13.2 HR (CS) 2023-03

13.3 HS (CS) 2023-06

13.4 Closed Session Ends

Time _____

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

14.1 HR (CS) 2023-03

14.2 HS (CS) 2023-06

15. BY-LAWS

15.1 By-law No. 6527-2023

Being a By-Law to Establish Tax Ratios and Levy Tax Rates for Upper-Tier Purposes for the Year 2023.

15.2 By-law No. 6528-2023

Being a By-Law to remove certain lands from Part Lot Control.

- 15.3 By-law No. 6529-2023
Being a By-law to amend Schedule “A”, “B”, “C” of By-law 5725-2015, as amended, to provide for speed limits on County Roads.
- 15.4 By-law No. 6530-2023
Being a By-Law to adopt Amendment Number 292 to the County of Oxford Official Plan.
- 15.5 By-law No. 6531-2023
Being a By-Law to adopt Amendment Number 293 to the County of Oxford Official Plan.
- 15.6 By-law No. 6532-2023
Being a By-Law to adopt Amendment Number 294 to the County of Oxford Official Plan.
- 15.7 By-law No. 6533-2023
Being a By-Law to adopt Amendment Number 295 to the County of Oxford Official Plan.
- 15.8 By-law No. 6534-2023
Being a By-Law to remove certain lands from Part Lot Control.
- 15.9 By-law No. 6535-2023
Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

16. ADJOURNMENT

**OXFORD COUNTY COUNCIL
MINUTES**

March 22, 2023

Council Present Warden Marcus Ryan
Deputy Warden Jerry Acchione
Councillor Deb Gilvesy
Councillor David Mayberry
Councillor Jim Palmer
Councillor Mark Peterson
Councillor Brian Petrie
Councillor Phil Schaefer
Councillor Deborah Tait
Councillor Bernia Wheaton

Council Absent N/A

Staff Present B. Addley, Chief Administrative Officer
K. Black, Director of Human Services
L. Buchner, Director of Corporate Services
M. Cowan, Manager of Information Services
M. Dager, Director of Woodingford Lodge
R. Hall, Acting Director of Paramedic Services
G. Hough, Director of Community Planning
C. Senior, Clerk
D. Simpson, Director of Public Works
A. Smith, Director of Human Resources

1. CALL TO ORDER

Oxford County Council meets in regular session this twenty-second day of March, 2023, in the Council Chamber, County Administration Building, Woodstock at 7:00 p.m. with Warden Ryan in the chair.

2. APPROVAL OF AGENDA

RESOLUTION NO. 1

Moved By: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that the Agenda be approved as amended to change the order of business to move Item 6.1, Agricultural Hall of Fame Award following Item 3 - Disclosures of Pecuniary Interest and the General Nature Thereof.

DISPOSITION: Motion Carried

3. DISCLOSURES OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

NIL

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

- 6.1 Oxford County Federation of Agriculture
Dirk Boogerd, President
Re: Presentation of the Agricultural Hall of Fame Award

Dirk Boogerd, President of the Oxford County Federation of Agriculture (OCFA) introduces Mardine Pelders-Bink as the 2022 OCFA Ag Hall of Fame Recipient, providing members of Council and attendees with the history of Mardine's rich farming background and many accomplishments despite some devastating hardships.

Warden Ryan expresses congratulations to Mardine for being selected as this year's award recipient as well as her and her family's many accomplishments in the agricultural industry. A group photo was taken of Mardine and family along with Warden Ryan and Dirk Boogerd. Mardine's photo will be displayed at the Oxford County Administration Building alongside photos of previous Agricultural Hall of Fame Award winners.

4. ADOPTION OF COUNCIL MINUTES OF PREVIOUS MEETING

- 4.1 March 6, 2023 Special Meeting

RESOLUTION NO. 2

Moved By: Phil Schaefer
Seconded By: Jerry Acchione

Resolved that the Minutes of the Special Meeting held March 6, 2023 be adopted.

DISPOSITION: Motion Carried

- 4.2 March 8, 2023 Regular Meeting

RESOLUTION NO. 3

Moved By: Jerry Acchione
Seconded By: Jim Palmer

Resolved that the Council minutes of March 8, 2023 be adopted.

DISPOSITION: Motion Carried

4.3 March 8, 2023 Special Meeting

RESOLUTION NO. 4

Moved By: Jerry Acchione

Seconded By: Jim Palmer

Resolved that the Minutes of the Special Meeting held March 8, 2023 be adopted.

DISPOSITION: Motion Carried

5. PUBLIC MEETINGS

5.1 Resolution to go into a Public Meeting pursuant to the Planning Act

RESOLUTION NO. 5

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that Council rise and go into a Public Meeting pursuant to the Planning Act, and that the Warden chair the Public Meeting.

DISPOSITION: Motion Carried at 7:13 p.m.

5.1.1 County Community Improvement Plan Update - Affordable Housing Incentive Program

To seek Council's support to amend the CCIP, to include an Affordable Housing Incentive Program that supports the proposed County planning application waiver.

The Chair asks Gord Hough, Director of Community Planning to present the report. G. Hough introduces Rebecca Smith, Manager of Housing Development who indicates that the proposed Affordable Housing Incentive Program was developed following the recommendations of Council when the Master Housing Strategy was adopted and also supports a coordinated approach in line with the directives of the County's 10-year Shelter Plan.

The Chair opens the meeting to comments and questions from members of Council. R. Smith responds to comments and questions from Councillor Wheaton.

No members of the public were present regarding this report.

5.1.2 Application for Draft Plan of Subdivision SB 22-09-1 - 2498298 Ontario Ltd.

To consider a draft plan of subdivision to facilitate six lots for single detached dwellings and an internal road connecting Elgin Street East to Emma Street in the Village of Princeton.

The Chair asks Gord Hough, Director of Community Planning to present the application. G. Hough indicates that staff are satisfied that the proposed draft plan of subdivision for six single detached dwellings can be given favourable consideration, adding that the proposed lots meet the required minimum lot area of requirements and that no concerns were raised following the completion of septic feasibility reports.

The Chair opens the meeting to comments and questions from members of Council. G. Hough responds to comments and questions from Councillors Mayberry, Petrie and Wheaton.

No members of the public were present regarding this application.

5.1.3 Resolution to adjourn the Public Meeting

RESOLUTION NO. 6

Moved By: Jim Palmer

Seconded By: Brian Petrie

Resolved that Council adjourn the Public Meeting and reconvene as Oxford County Council with the Warden in the chair.

DISPOSITION: Motion Carried at 7:23 p.m.

5.2 Consideration of Report No. CP 2023-87 - County Community Improvement Plan Update – Affordable Housing Incentive Program

RESOLUTION NO. 7

Moved By: Brian Petrie

Seconded By: David Mayberry

Resolved that the recommendations contained in Report No. CP 2023-87, titled "County Community Improvement Plan Update – Affordable Housing Incentive Program", be adopted.

DISPOSITION: Motion Carried

5.3 Consideration of Report No. CP 2023-90 - Application for Draft Plan of Subdivision - SB 22-09-1 – 2498298 Ontario Ltd.

RESOLUTION NO. 8

Moved By: Brian Petrie
Seconded By: David Mayberry

Resolved that the recommendation contained in Report No. CP 2023-90, titled "Application for Draft Plan of Subdivision - SB 22-09-1 – 2498298 Ontario Ltd.", be adopted.

DISPOSITION: Motion Carried

6. DELEGATIONS, PRESENTATIONS AND CONSIDERATION THEREOF

- 6.1 Oxford County Federation of Agriculture
Dirk Boogerd, President
Re: Presentation of the Agricultural Hall of Fame Award

Presentation of the 2022 Agricultural Hall of Fame Award took place earlier in the meeting.

- 6.2 Proclamation
United Sikhs
Re: Sikh Heritage Month

Jaspreet Sandhu was unable to attend the meeting.

Warden Ryan proclaims the month of April, 2023 as Sikh Heritage month and Deputy Warden Acchione invites Council and members of the public to a celebration of Sikh Heritage Month on Saturday, April 1, 2023 from 1:00 – 3:00 p.m. at Museum Square, Woodstock.

7. CONSIDERATION OF CORRESPONDENCE

- 7.1 Township of Zorra
March 3, 2023
Re: Collaboration for Multi-Service Co-Builds

RESOLUTION NO. 9

Moved By: Brian Petrie
Seconded By: Phil Schaefer

Resolved that Correspondence Item 7.1 on the Open meeting agenda of March 22, 2023 be received;

And further, that Council direct County staff to collaborate in the development of the Memorandum of Understanding.

DISPOSITION: Motion Carried

8. REPORTS FROM DEPARTMENTS

8.1 COMMUNITY PLANNING

8.1.1 CP 2023-87 - County Community Improvement Plan Update – Affordable Housing Incentive Program

RECOMMENDATIONS

1. That County Council approve By-law No. 6520-2023, being a by-law to amend the County Community Improvement Plan dated September 12, 2018, to include an Affordable Housing Incentive Program that exempts such housing from applicable County planning application fees;
2. And further, that Council approve By-law No. 6521-2023, being a by-law to designate the whole of the County a 'Community Improvement Project Area', for the purpose of administering the Affordable Housing Incentive Program contained in the County Community Improvement Plan;
3. And further, that Report No. CP 2023-87 be circulated to Area Municipalities for information and consideration of similar local affordable housing incentives.

The Report was dealt with following the Public Meeting.

8.1.2 CP 2023-90 - Application for Draft Plan of Subdivision - SB 22-09-1 – 2498298 Ontario Ltd.

RECOMMENDATION

1. That Oxford County Council grant draft approval to a proposed residential plan of subdivision submitted by 2498298 Ontario Ltd. (SB 22-09-1), prepared by Brantwood Construction Surveying, dated October 11, 2022, for lands described as Lots 82-87, 95-98, Part Lot 99, Plan 99, Parts of Elgin Street, Church Street, Wonham Street, Part Lot 12, Concession 1, in the Township of Blandford-Blenheim, subject to the conditions attached to this report as Attachment No. 5 being met prior to final approval.

The Report was dealt with following the Public Meeting.

8.2 PUBLIC WORKS

8.2.1 PW 2023-17 - Evaluation of Traffic Calming Measures and Post Monitoring Speed Reviews in Drumbo, Plattsville, Bright and Harrington (Presentation)

RECOMMENDATIONS

1. That County Council endorse the implementation of additional traffic calming measures in Drumbo (Oxford Road 3, Oxford Road 29), Plattsville (Oxford Road 8), Bright (Oxford Road 8, Oxford Road 22) and Harrington (Oxford Road 28) as described in Report No. PW 2023-17;
2. And further, that a by-law be presented to County Council at the April 12, 2023 Council meeting to amend By-law No. 5725-2015 to designate and modify speed zone limits as outlined in Report No. PW 2023-17;
3. And further, that County Council authorize staff to modify the existing median island configuration on Oxford Road 8 in Plattsville as an additional traffic calming measure for pilot evaluation.

With the motion on the floor and prior to the vote, David Simpson, Director of Public Works introduces Frank Gross, Manager of Transportation and Waste Management who proceeds through a PowerPoint presentation, which was provided as part of Council's agenda.

F. Gross responds to comments and questions from Warden Ryan and Councillors Gilvesy, Mayberry, Peterson and Petrie.

RESOLUTION NO. 10

Moved By: David Mayberry

Seconded By: Mark Peterson

Resolved that the recommendations contained in Report No. PW 2023-17, titled "Evaluation of Traffic Calming Measures and Post Monitoring Speed Reviews in Drumbo, Plattsville, Bright and Harrington", be adopted.

DISPOSITION: Motion Carried

8.2.2 PW 2023-18 - 2022 Annual Waste Management Reports

RECOMMENDATION

1. That County Council receive Report No. PW 2023-18 entitled "2022 Annual Waste Management Reports" as information.

RESOLUTION NO. 11

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that the recommendation contained in Report No. PW 2023-18, titled "2022 Annual Waste Management Reports", be adopted;

And further, that Warden Ryan write the Minister regarding opportunities to streamline the annual compliance reporting required to meet municipal landfill Environmental Certificate of Approval conditions and stipulation.

DISPOSITION: Motion Carried

8.2.3 PW 2023-19 - Contract Award – Oxford Road 59 (Wilson Street) Reconstruction, City of Woodstock

RECOMMENDATIONS

1. That Oxford County Council award a contract to the low bidder, J-AAR Excavating Limited, in the amount of \$4,997,357 (excluding HST) for the reconstruction of Oxford Road 59 (Wilson Street) from Adelaide Street to the Canadian National Railway tracks in the City of Woodstock;
2. And further, that County Council authorize additional funding in the amount of \$200,000 to address the 2023 budget shortfall for 960153 – Woodstock Water Linear County Road Projects, as outlined in Report No. PW 2023-19, to be financed from the Water – Woodstock Reserve;
3. And further, that County Council authorize additional funding in the amount of \$30,000 to address the 2023 budget shortfall for 950174 – Woodstock Wastewater Linear County Road Projects, as outlined in Report No. PW 2023-19, to be financed from the Wastewater – Woodstock Reserve;
4. And further, that County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

RESOLUTION NO. 12

Moved By: Mark Peterson

Seconded By: Deborah Tait

Resolved that the recommendations contained in Report No. PW 2023-19, titled "Contract Award – Oxford Road 59 (Wilson Street) Reconstruction, City of Woodstock", be adopted.

DISPOSITION: Motion Carried

8.2.4 PW 2023-20 - Contract Award – Norwich Water Tower Rehabilitation

RECOMMENDATIONS

1. That County Council award a contract to Landmark Municipal Services ULC in the amount of \$2,492,900 (excluding HST) for the rehabilitation of the Norwich Water Tower in the Township of Norwich;
2. And further, that County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

RESOLUTION NO. 13

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report No. PW 2023-20, titled "Contract Award – Norwich Water Tower Rehabilitation", be adopted.

DISPOSITION: Motion Carried

8.2.5 PW 2023-21 - Community Paramedicine – Mill Street Station Space Renovation Project

RECOMMENDATION

1. That County Council approve a Community Paramedicine Mill Street Station Space Renovation Project as described in Report No. PW 2023-21, for an estimated cost of \$31,000, fully funded by Community Paramedicine Funding.

RESOLUTION NO. 14

Moved By: Deborah Tait

Seconded By: Deb Gilvesy

Resolved that the recommendation contained in Report No. PW 2023-21, titled "Community Paramedicine – Mill Street Station Space Renovation Project", be adopted.

DISPOSITION: Motion Carried

8.3 CAO

8.3.1 CAO 2023-02 - 2023 Strategic Planning Project

RECOMMENDATIONS

1. That Report No. CAO 2023-02 entitled “2023 Strategic Planning Project” be received;
2. And further, that Council authorizes staff to proceed with engaging StrategyCorp Inc. to facilitate the County’s 2023 strategic plan project as described herein.

RESOLUTION NO. 15

Moved By: Deb Gilvesy
Seconded By: Bernia Wheaton

Resolved that the recommendations contained in Report No. CAO 2023-02, titled "2023 Strategic Planning Project", be adopted.

DISPOSITION: Motion Carried

8.4 CORPORATE SERVICES

8.4.1 CS 2023-10 - Municipal Modernization Projects Update – 2023

RECOMMENDATION

1. That Report No. CS 2023-10 entitled “Municipal Modernization Projects Update – 2023” be received for information.

RESOLUTION NO. 16

Moved By: Deb Gilvesy
Seconded By: Bernia Wheaton

Resolved that the recommendation contained in Report No. CS 2023-10, titled "Municipal Modernization Projects Update – 2023", be adopted.

DISPOSITION: Motion Carried

9. UNFINISHED BUSINESS

9.1 Pending Items

No discussion takes place regarding the Pending Items list.

10. MOTIONS

NIL

11. NOTICE OF MOTIONS

NIL

12. NEW BUSINESS/ENQUIRIES/COMMENTS

NIL

13. CLOSED SESSION

NIL

14. CONSIDERATION OF MATTERS ARISING FROM THE CLOSED SESSION

NIL

15. BY-LAWS

15.1 By-law No. 6520-2023

Being a by-Law to amend By-law Number 5510-2013, as amended, to adopt a County of Oxford Community Improvement Plan.

15.2 By-law No. 6521-2023

Being a by-law to amend By-law Number 5511-2013, as amended, to designate the entirety of the lands located within the County as a Community Improvement Project Area for the propose of administering an Affordable Housing Incentive Program.

15.3 By-law No. 6523-2023

Being a by-law to appoint a Chief Administrative Officer for the County of Oxford.

15.4 By-law No. 6524-2023

Being a By-Law to amend By-law No. 6440-2022, being a By-law to remove certain lands from Part Lot Control.

15.5 By-law No. 6526-2023

Being a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

RESOLUTION NO. 17

Moved By: Bernia Wheaton

Seconded By: Phil Schaefer

Resolved that the following by-laws be now read a first and second time: 6520-2023, 6521-2023, 6523-2023, 6524-2023 and 6526-2023.

DISPOSITION: Motion Carried

RESOLUTION NO. 18

Moved By: Bernia Wheaton

Seconded By: Phil Schaefer

Resolved that the following by-laws be now given a third and final reading: 6520-2023, 6521-2023, 6523-2023, 6524-2023 and 6526-2023.

DISPOSITION: Motion Carried

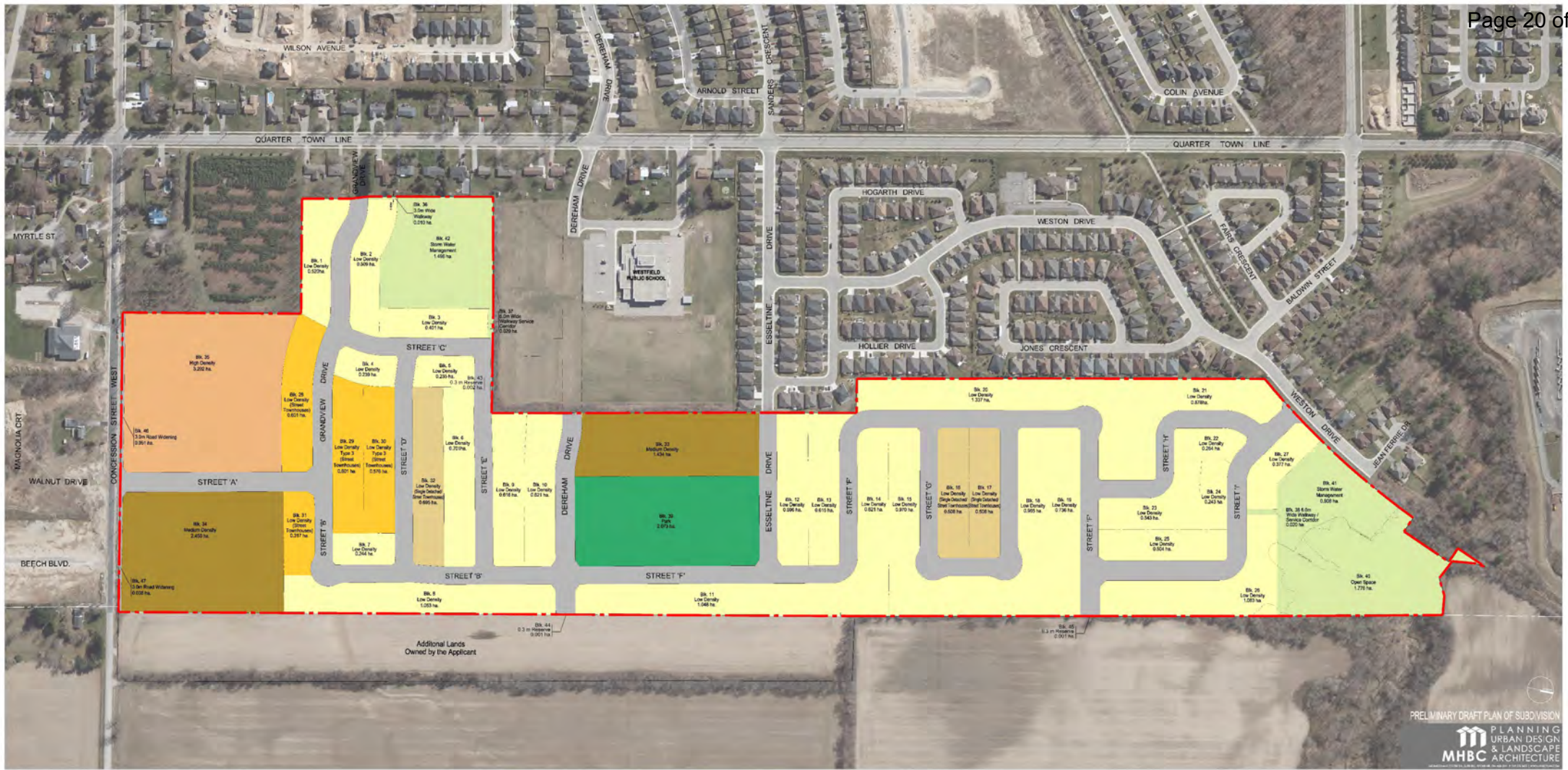
16. ADJOURNMENT

Council adjourns its proceedings at 8:30 p.m. until the next meeting scheduled for April 12, 2023 at 9:30 a.m.

Minutes adopted on _____ by Resolution No. _____.

WARDEN

CLERK



County of Oxford Public Meeting

Proposed Residential Development

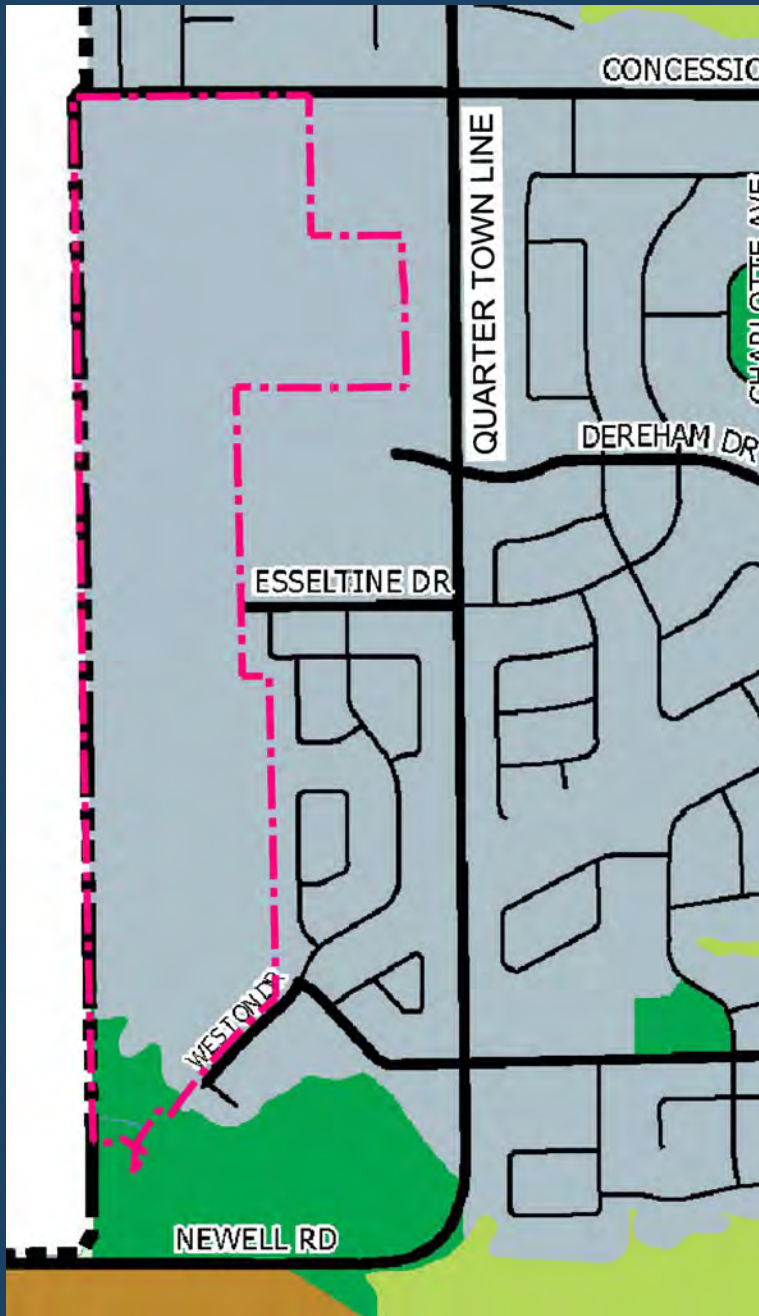
Victoria Wood (Tillsonburg-West) GP Inc.

April 12, 2023

Existing Planning Framework

County of Oxford Official Plan

Land Use Schedule



Lands currently designated
'Residential' and 'Open
Space'

County of Oxford Official Plan

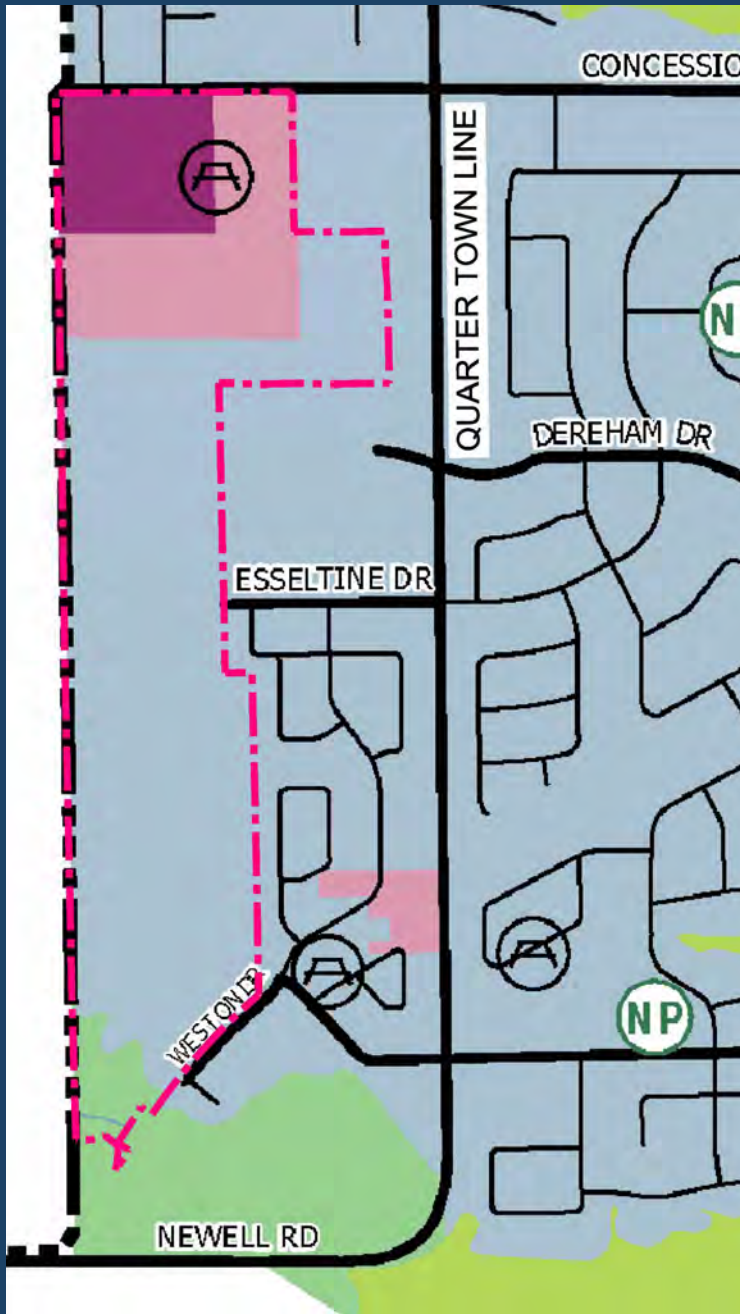
Residential Densities Schedule

Lands further designated **'Low Density'**, **'Medium Density'** and **High Density'** Residential. A park is also contemplated.

Low Density Permits: single detached, semi-detached, duplex, converted dwellings, quadraplexes, townhouses, and low density cluster development

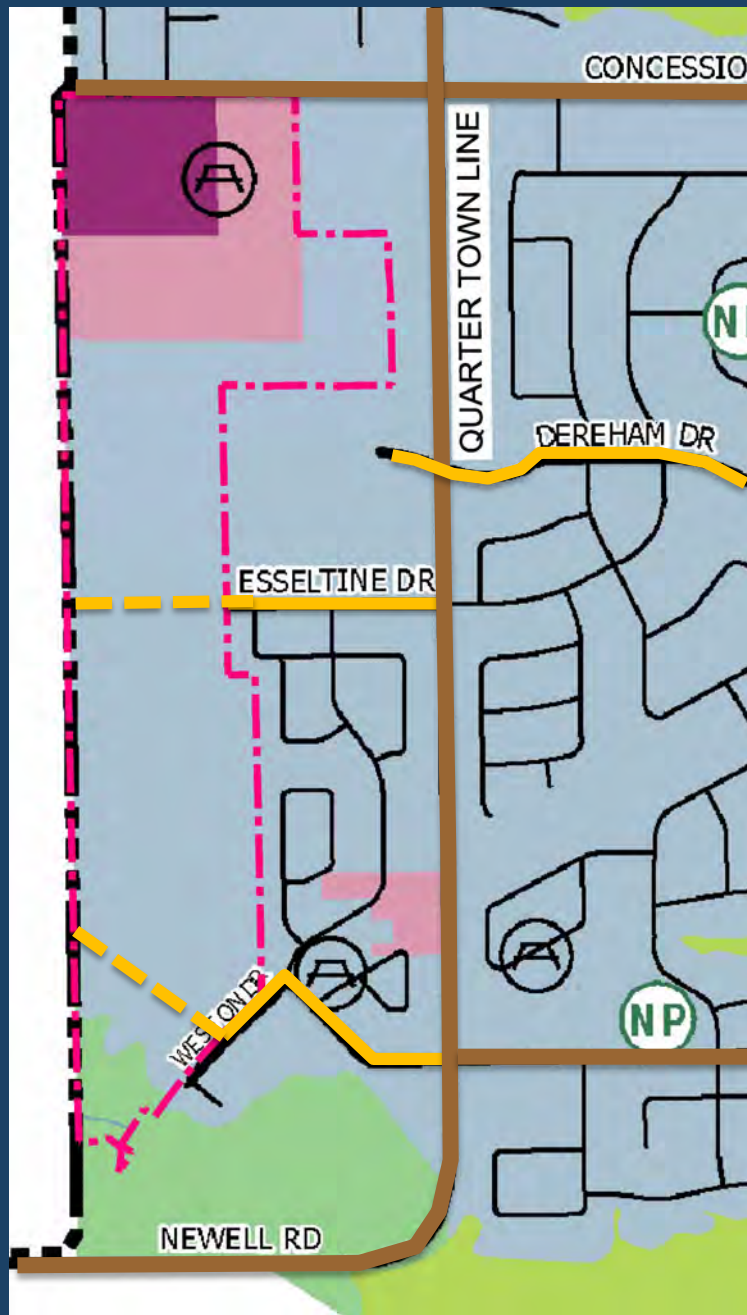
Medium Density Permits: townhouses, medium density cluster development, converted dwellings and low-rise apartments.

High Density: intensive large-scale, multiple unit forms of residential development

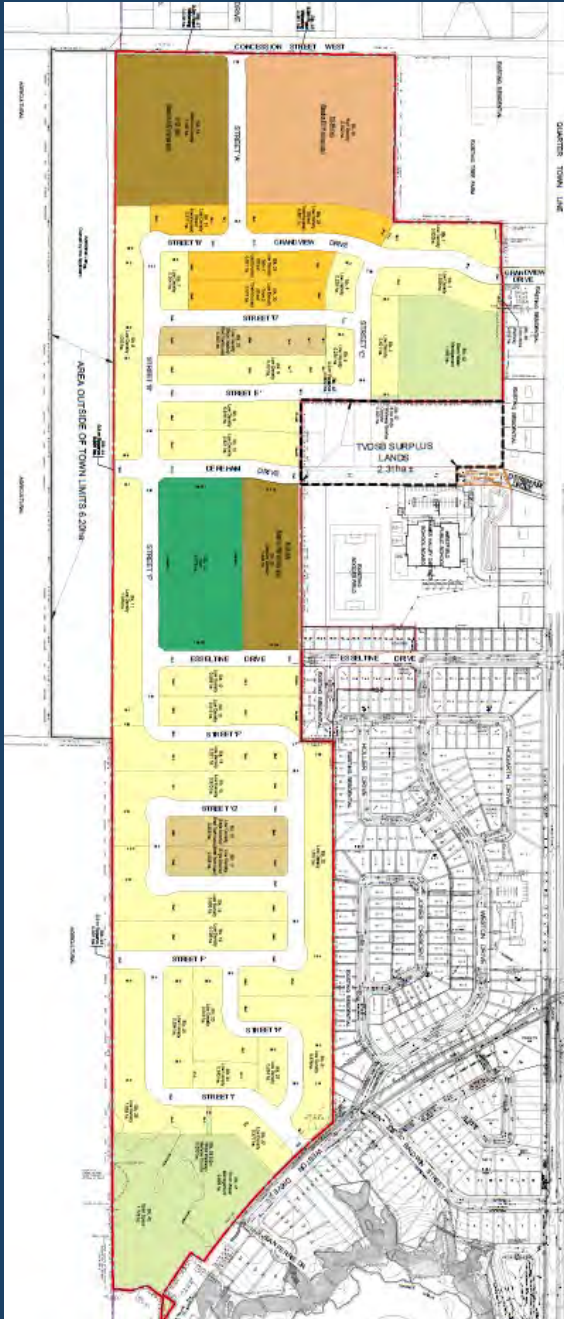
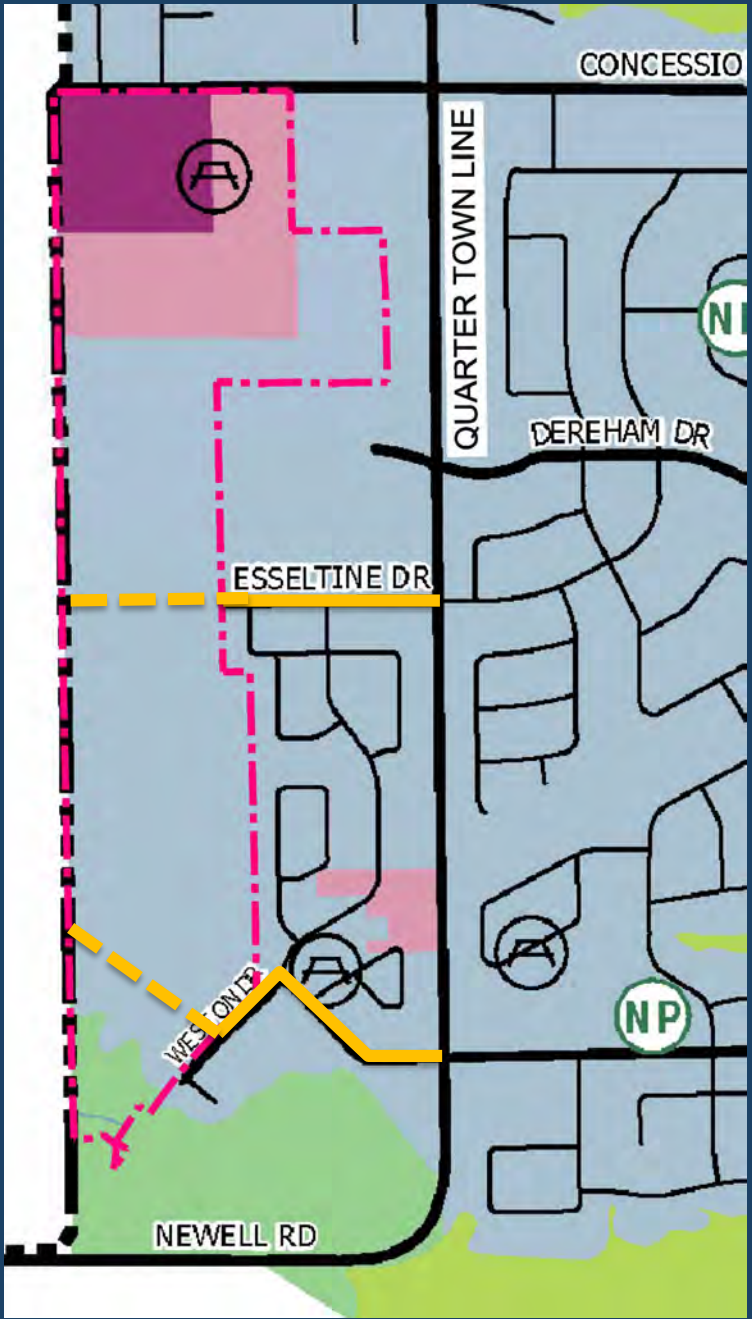


County of Oxford Official Plan

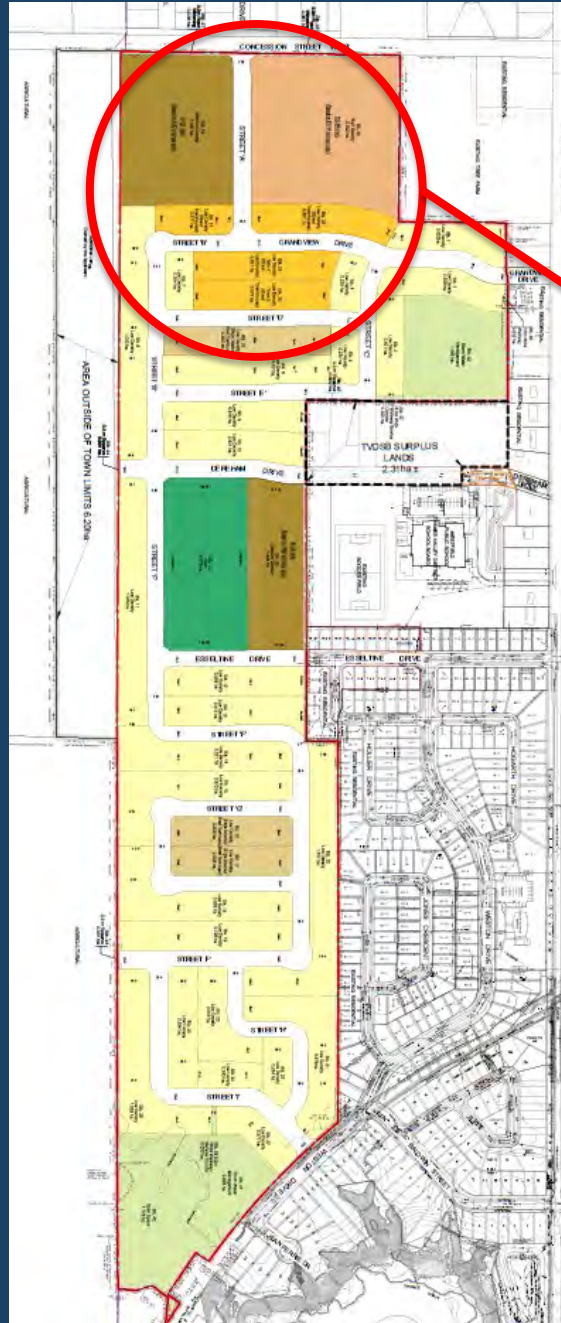
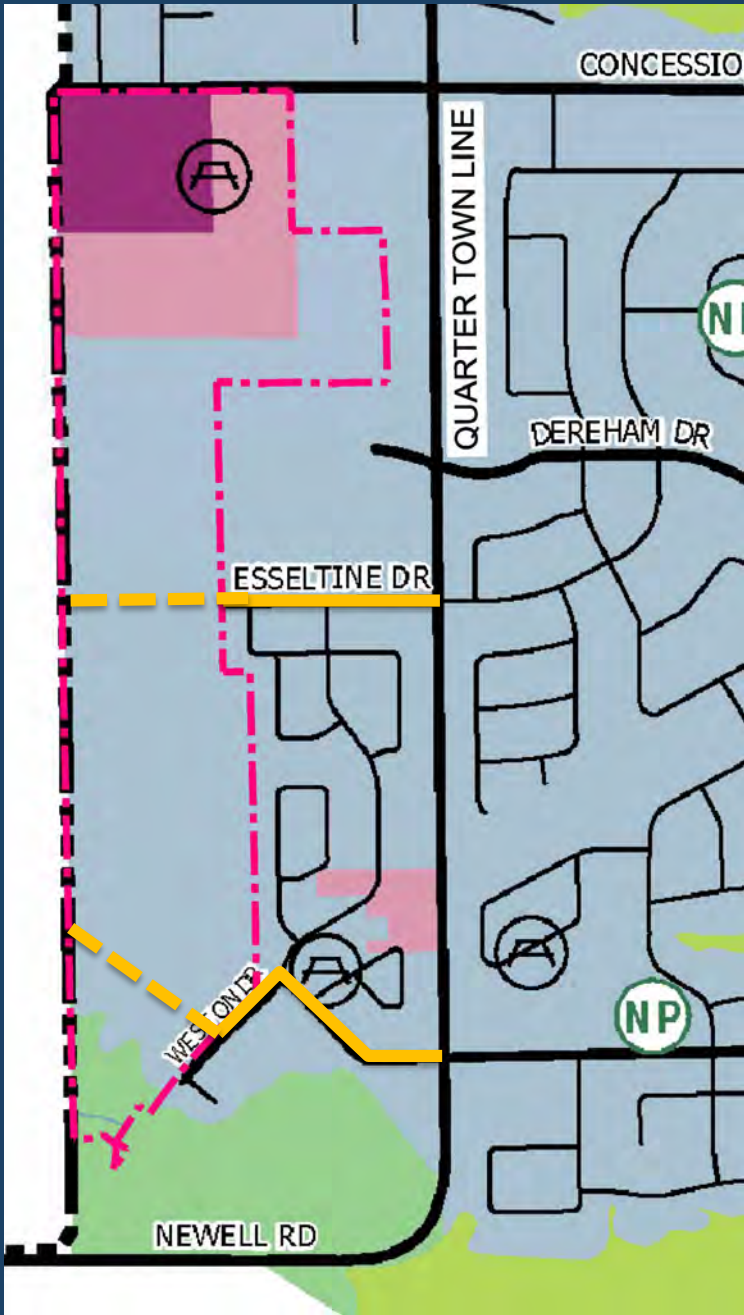
Transportation Network Schedule



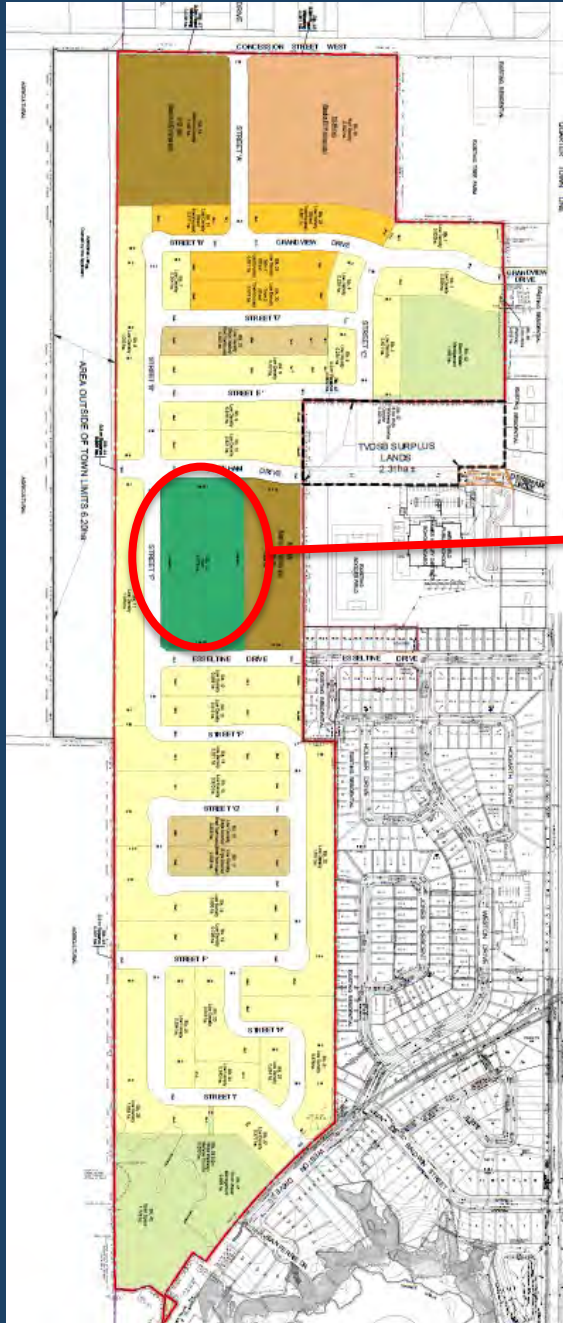
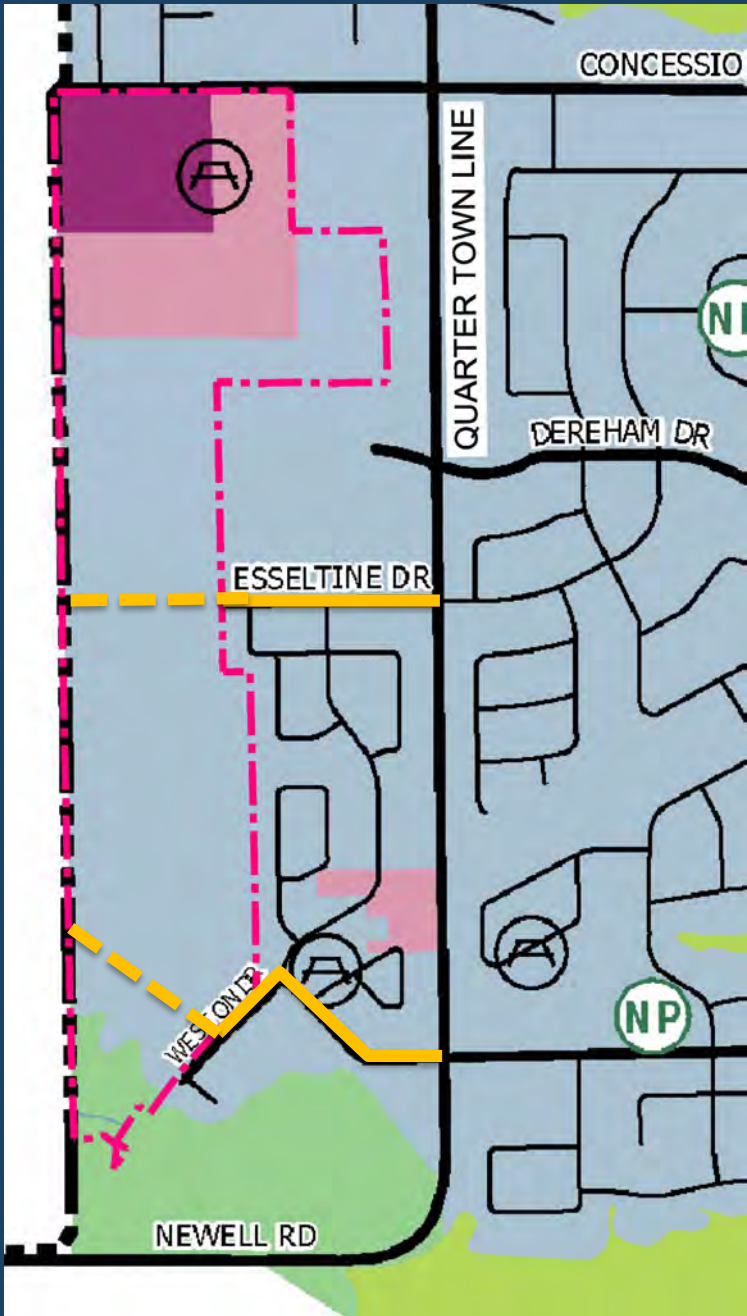
Esseltine Drive, Weston Drive and Dereham Drive are designated **Collector Roads**. The **extension of these roads and any related services has been planned for**. Surrounding roads (Concession Street, Quarter Town Line, Newell Street and Baldwin Street) are designated **Arterial Roads**.



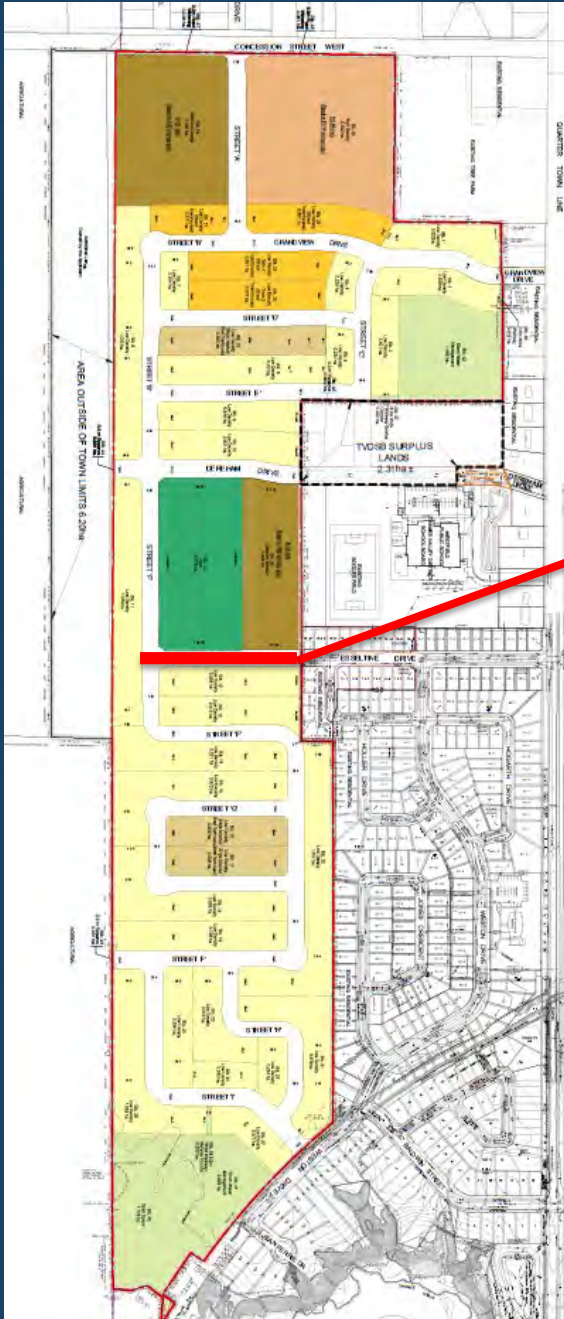
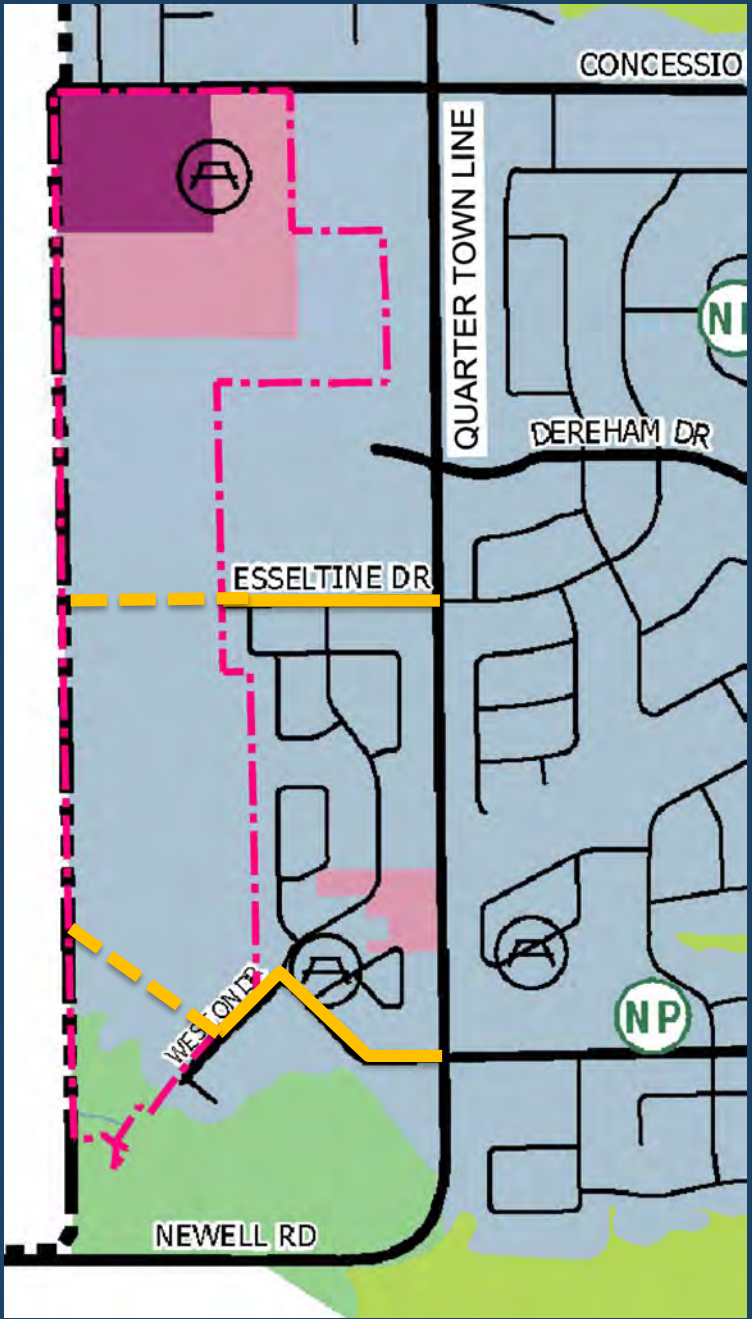
The existing Official Plan informed several key design elements of the proposed draft plan.



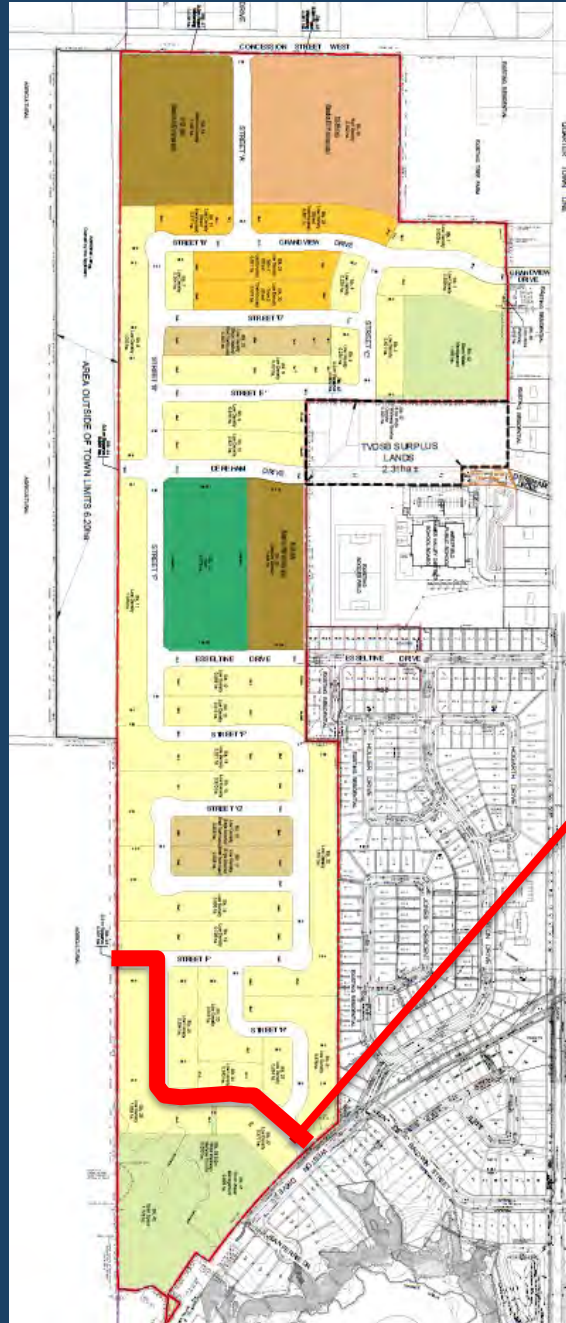
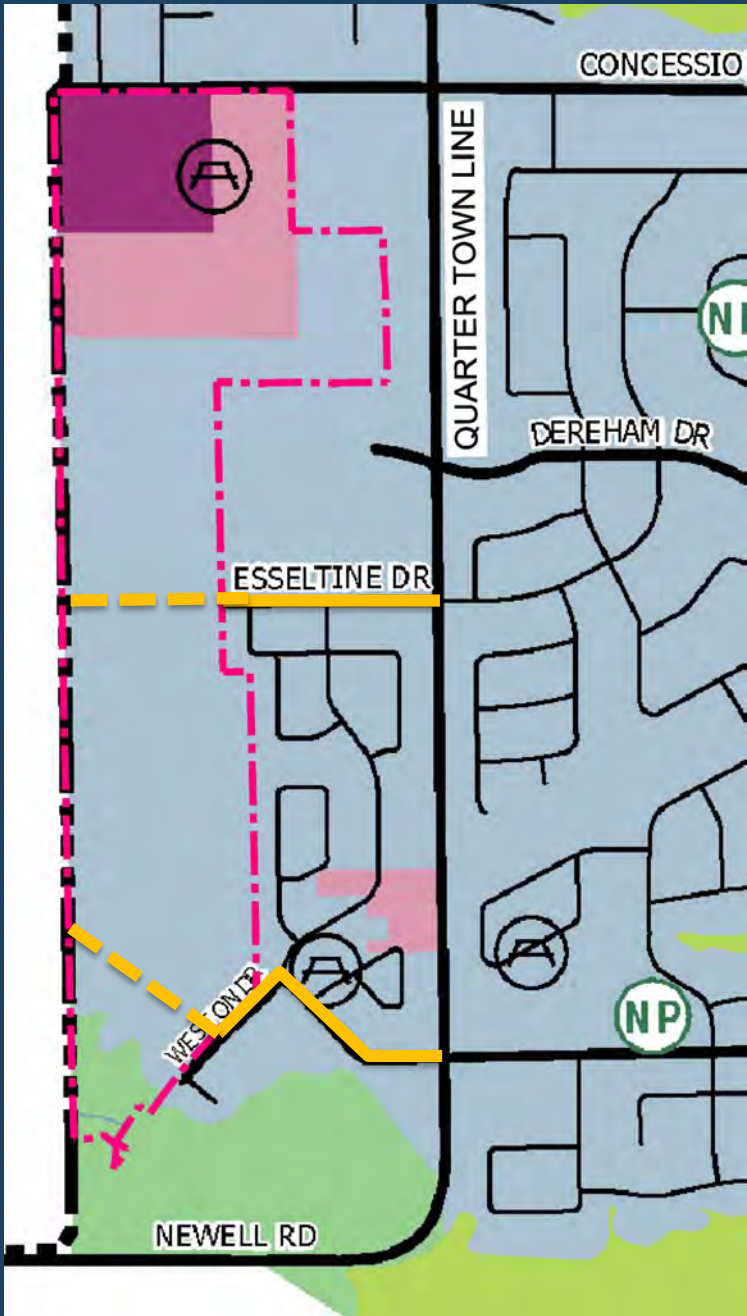
Medium and High Density Residential Concentrated to the north.



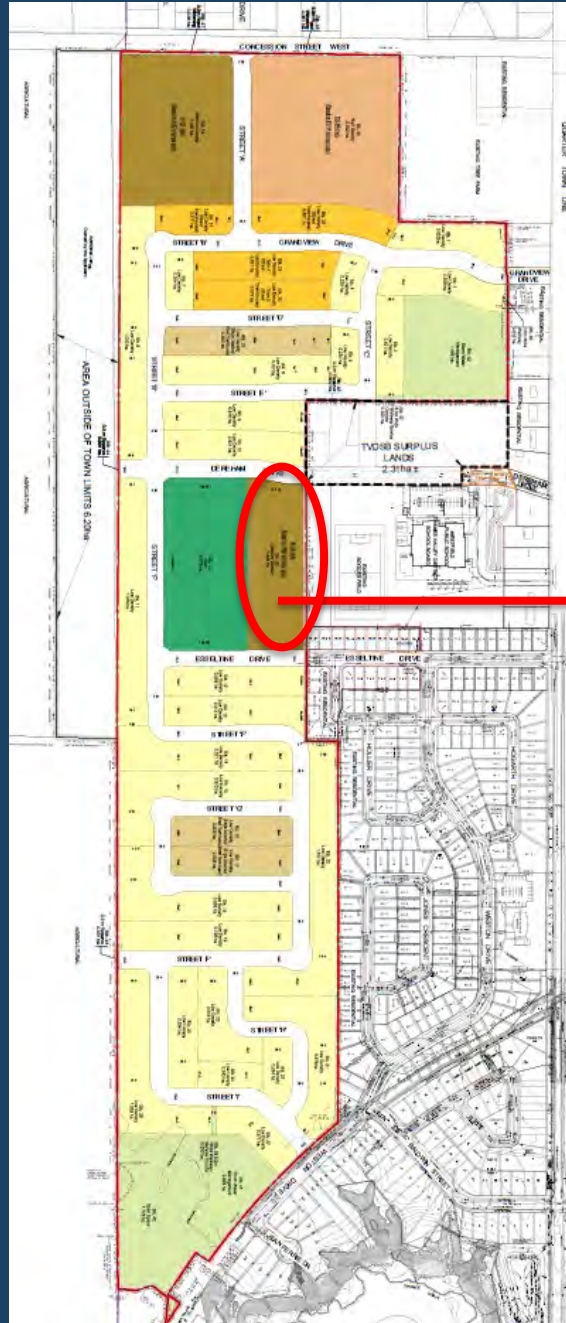
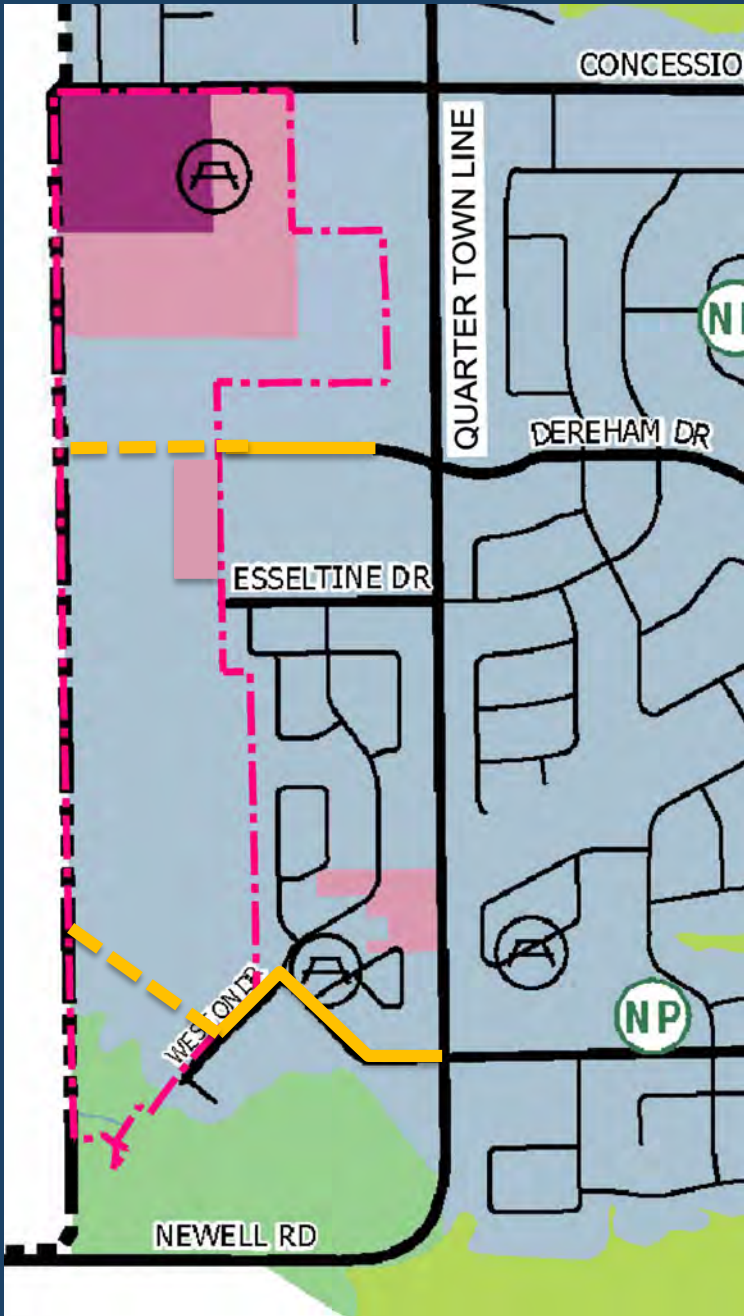
Provision of a park (central location of park determined by the Town's Director of Recreation, Culture and Parks).



Extension of
Esseltine Drive to the
west.



Connection from Weston Drive to western boundary of subject lands.



The Official Plan Amendment seeks to add an additional medium density block in accordance with Official Plan criteria.

Planning Merits of Proposed Applications

County of Oxford Official Plan

Planning Merits

- Inclusion of a full range of housing types and a mix of housing sizes.
- Subdivision designed to encourage walkability.
- Subdivision designed as a complete community.
- Natural features protected and retained where possible.
- Design of road network disperses and slows down traffic.
- Subdivision designed with consideration to existing surrounding development.
- Design of subdivision evolved in response to circulation comments.

Inclusion of a full range of housing types and a mix of housing sizes.

- Proposal includes low rise residential uses including single detached and street townhomes.
- Medium and high density blocks allow for a full range of multiple dwellings including townhomes, bungalow townhomes, stacked townhomes and apartments.
- Having a full range of housing types helps to address housing affordability and allows people to age in place.

Subdivision designed to encourage walkability



Subdivision designed as a complete community

- Neighbourhood to contain a mix of residential unit types, a park, open space, and trail connections.
- Permissions for limited non-residential uses within medium and high density residential blocks along Concession Street which would allow for commercial uses that serve residents of the subdivision and surrounding area.
- Subdivision adjacent to existing elementary school.

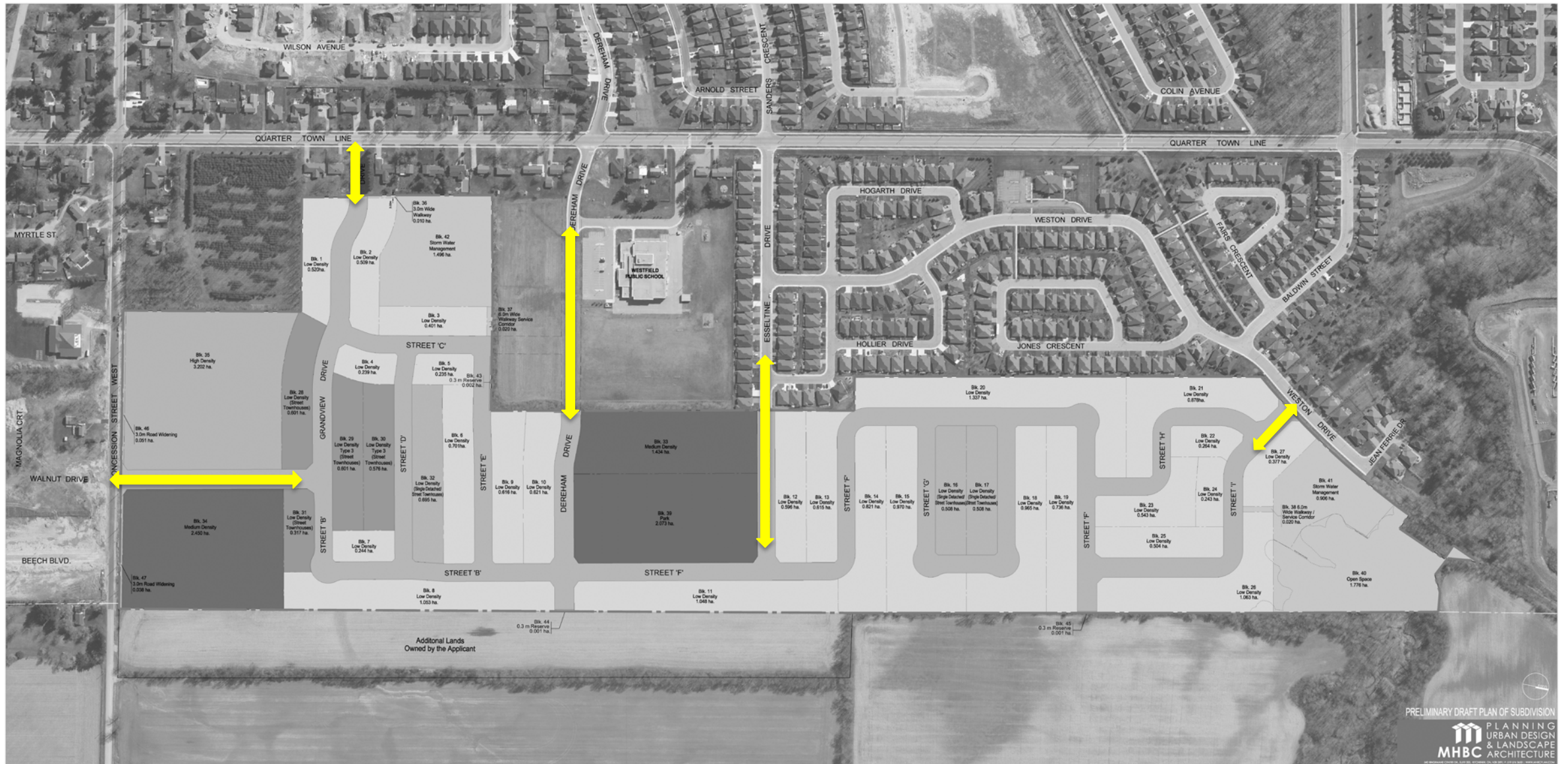
Natural features protected and retained where possible.



The park, natural features, stormwater management blocks and the adjacent school form an open space network connected by trails, sidewalks and walkways.



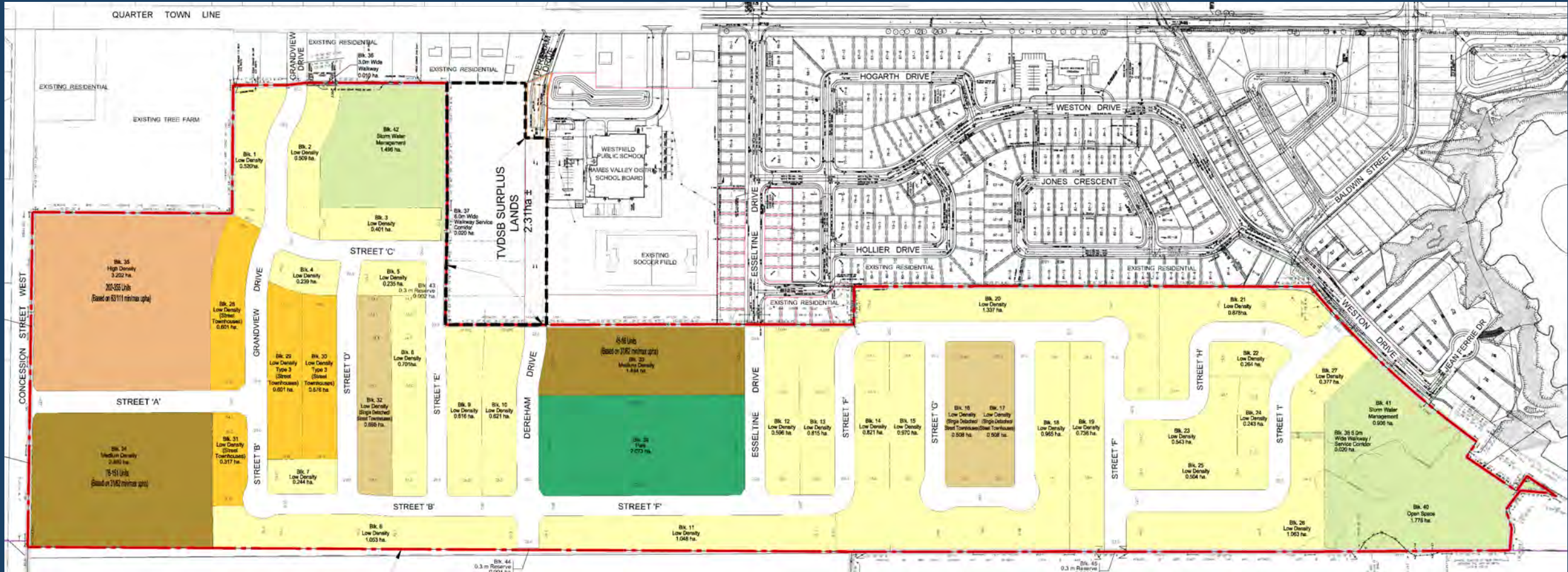
Design of road network disperses and slows down traffic



Subdivision designed with consideration to existing surrounding development.



Design of subdivision evolved in response to circulation comments



REVISED DRAFT PLAN SUBMISSION

THANK YOU

County of Oxford Public Meeting

Proposed Residential Development

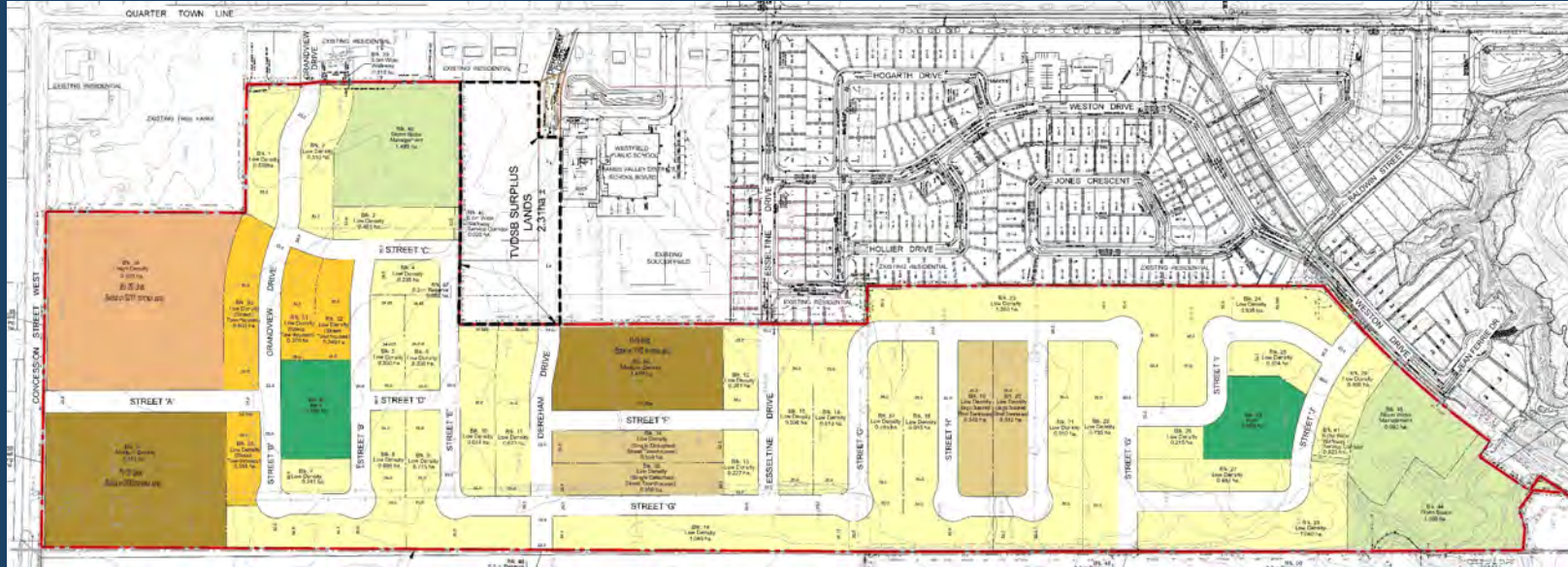
Victoria Wood (Tillsonburg-West) GP Inc.

April 12, 2023

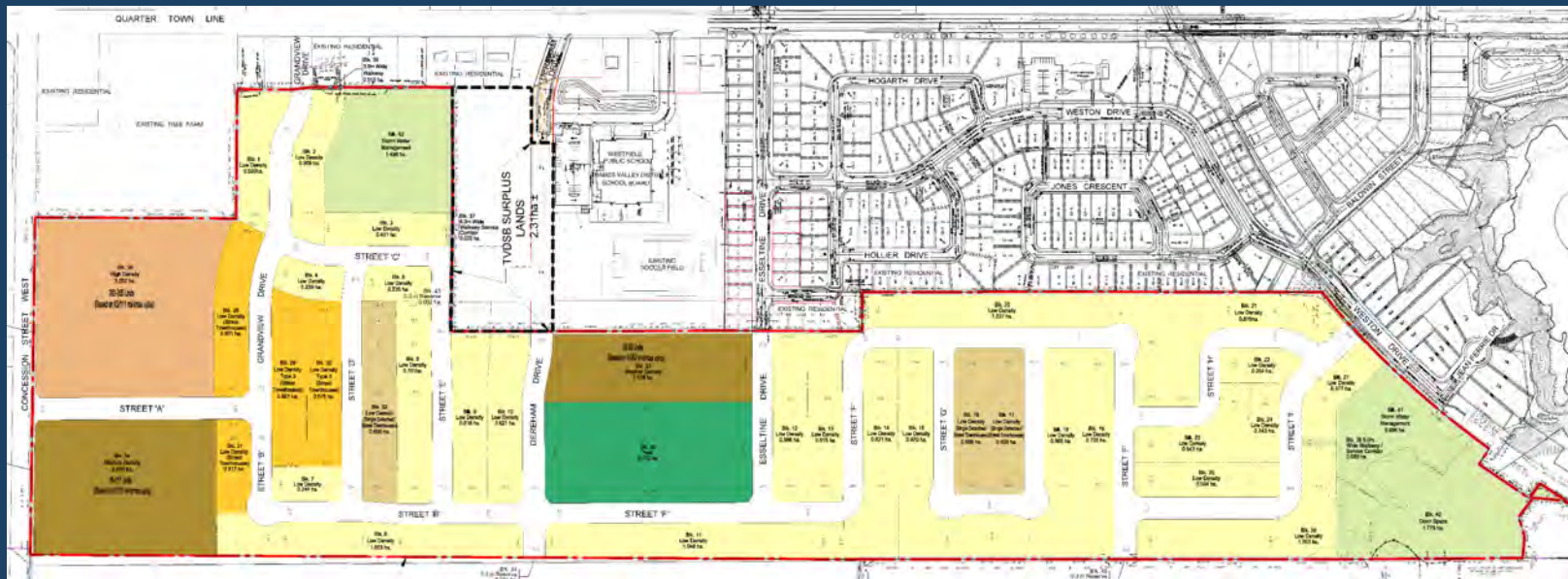


Additional Slide

ORIGINAL DRAFT PLAN
SUBMISSION



REVISED DRAFT PLAN
SUBMISSION





Employee-owned.
Client-centric.
Solution-focused.



5A-150 Pinebush Road
Cambridge ON N1R 8J8
p: 519.896.3163
905.381.2229
416.479.9684

www.ptsl.com

2023-04-05
Project: 210768

Andrea Sinclair
MHBC Planning
540 Bingemans Centre Drive
Kitchener ON N2B 3X9

RE: VICTORIA WOOD (TILLSONBURG WEST) RESIDENTIAL SUBDIVISION, TILLSONBURG – ESSELTINE DRIVE AND BALDWIN STREET ACCESS IMPACTS

In April 2022, **Paradigm Transportation Solutions Limited** (Paradigm) completed the Transportation Impact Study (TIS) for the proposed Victoria Wood (Tillsonburg West) residential subdivision located in the Town of Tillsonburg, Oxford County. A TIS Addendum was completed in February 2023 to address unit count changes in the proposed subdivision.

The Draft Plan for the proposed subdivision will accommodate a maximum of approximately 1,318 units including 366 single-family units, 179 street townhouses, 428 medium density units and 345 high density units. The access arrangement remains the same with vehicle access to be provided at five access points involving a new connection to Concession Street to the north; the westerly extensions of three existing subdivision roads (Grandview Drive, Dereham Drive and Esseltine Drive) and a connection to Baldwin Street through a short section of Weston Drive.

The internal subdivision road system and the proposed five access points have been reviewed by Town and County staff and are consistent with the policies and requirements for the development of the subject lands, including connections to the existing subdivision roads to the east (Grandview Drive, Dereham Drive, Esseltine Drive and Weston Drive/Baldwin Street). These four connections and the northerly connection to Concession Street will facilitate the distribution of development traffic to five access points, and removing one or more of them will result in traffic being concentrated at the remaining access points and potentially impacting other local roads and intersections.

Specific to Esseltine Drive and Weston Drive/Baldwin Street, the two roadways are projected to carry 10% and 20%, respectively, of the new development traffic directly to Quarter Town Line over a distance of less than 300 metres, including a short section on Weston Drive. At Quarter Town Line, the new and existing traffic, will disperse either north/south to Concession Street/Newell Road, or east on Baldwin Street to the intersection at Broadway. The dispersed traffic will have no impact on existing residential streets.

On the other hand, removing the proposed connections to Esseltine Drive and Weston Drive/Baldwin Street will result in the new development traffic converging at the remaining three access points, on Concession Street, Grandview Drive, and Dereham Drive, with the following potentially negative effects:

- ▶ Increased left-turn movements of inbound traffic to the subdivision at the above three access points – westbound on Concession Street and northbound on Quarter Town Line, which may potentially require auxiliary left-turn lanes.
- ▶ Increased southbound left-turn movement of outbound traffic at the intersection of Baldwin Street and Quarter Town Line, which may potentially require an auxiliary southbound left-turn lane on Quarter Town Line.
- ▶ Potential infiltration of development traffic on Dereham Drive east of Quarter Town Line and Wilson Avenue between Dereham Drive and Baldwin Street.

The attached **Figure 1** illustrates the above roadways and locations of potential negative impacts as outlined above.

In addition, the removal of the proposed connections to Esseltine Drive and Weston Drive/Baldwin Street could also potentially impact the flexibility of emergency vehicles accessing the new subdivision.

In summary, the five access points for the proposed subdivision are consistent with the applicable policies and requirements for the subject development and will have the benefit of dispersing traffic to multiple access points with minimal impacts to existing residential streets. On the other hand, reducing the number of access points will have the opposite effects of concentrating traffic, increasing intersection left-turn movements potentially requiring auxiliary left-turn lanes, traffic infiltration on otherwise unimpacted local roads, and limiting the access flexibility for emergency vehicles.

We trust the above narrative provides a reasonable assessment of the potential implications of reducing the access points for the proposed development. Please let us know if you need further input from us in this matter.

Yours very truly,

PARADIGM TRANSPORTATION SOLUTIONS LIMITED



Rajan Philips

M.SC, P.Eng.

Senior Transportation Consultant



Attachments

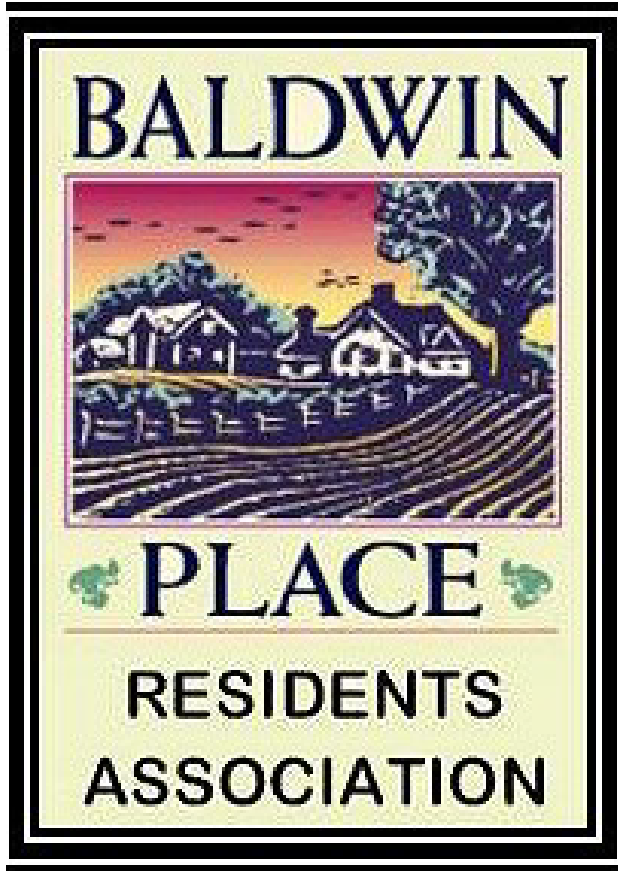




Location of Potential Negative Traffic Impacts

Figure 1





In Chamber Presentation to:

Oxford County Council

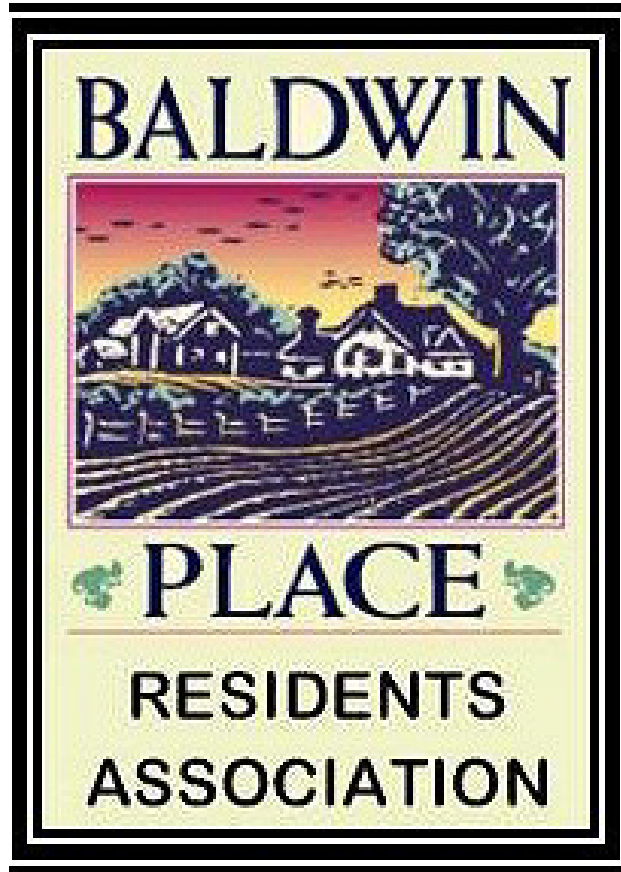
April 12, 2023

Oxford County Council

21 Reeve Street, Woodstock, ON N4S 3G1

2023-04-05

1



Presented by:

**Baldwin Place
Residents
Association Board**

**Tillsonburg West
Committee (TWC)**

Introduction

Baldwin Place Residents Association

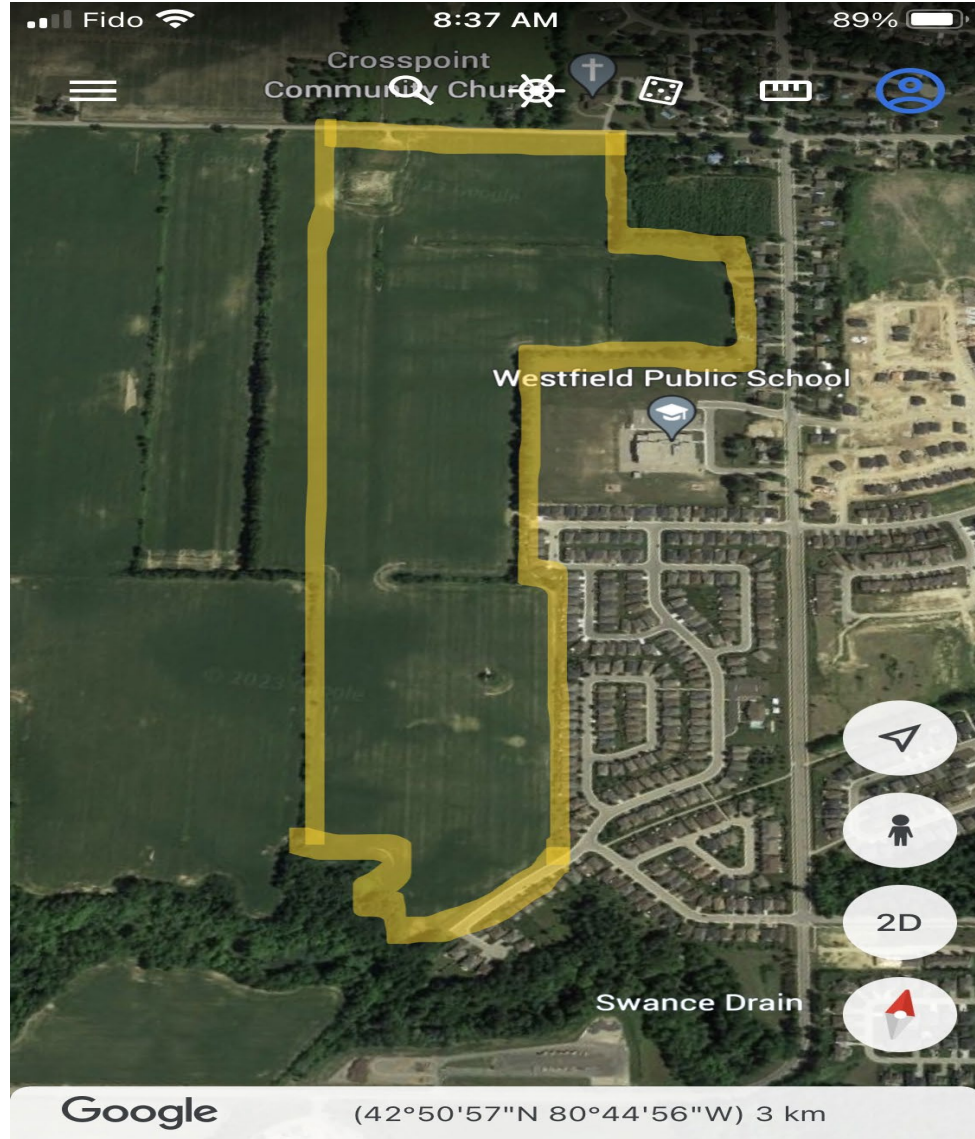
The Baldwin Place Community

- ▶ 282 Households
- ▶ 500+ Residents
- ▶ \$215M in Property Assets
- ▶ Pay \$1.7M+ in Local Property Tax
- ▶ Contribute \$10M+ to the Local Economy
- ▶ Pay \$100K+ Annually to Maintain the Baldwin Place Community using Local Contractors

Introduction

Victoria Wood (Tillsonburg-West) G.P. Inc. Development Proposal

Lands West of
Baldwin Place

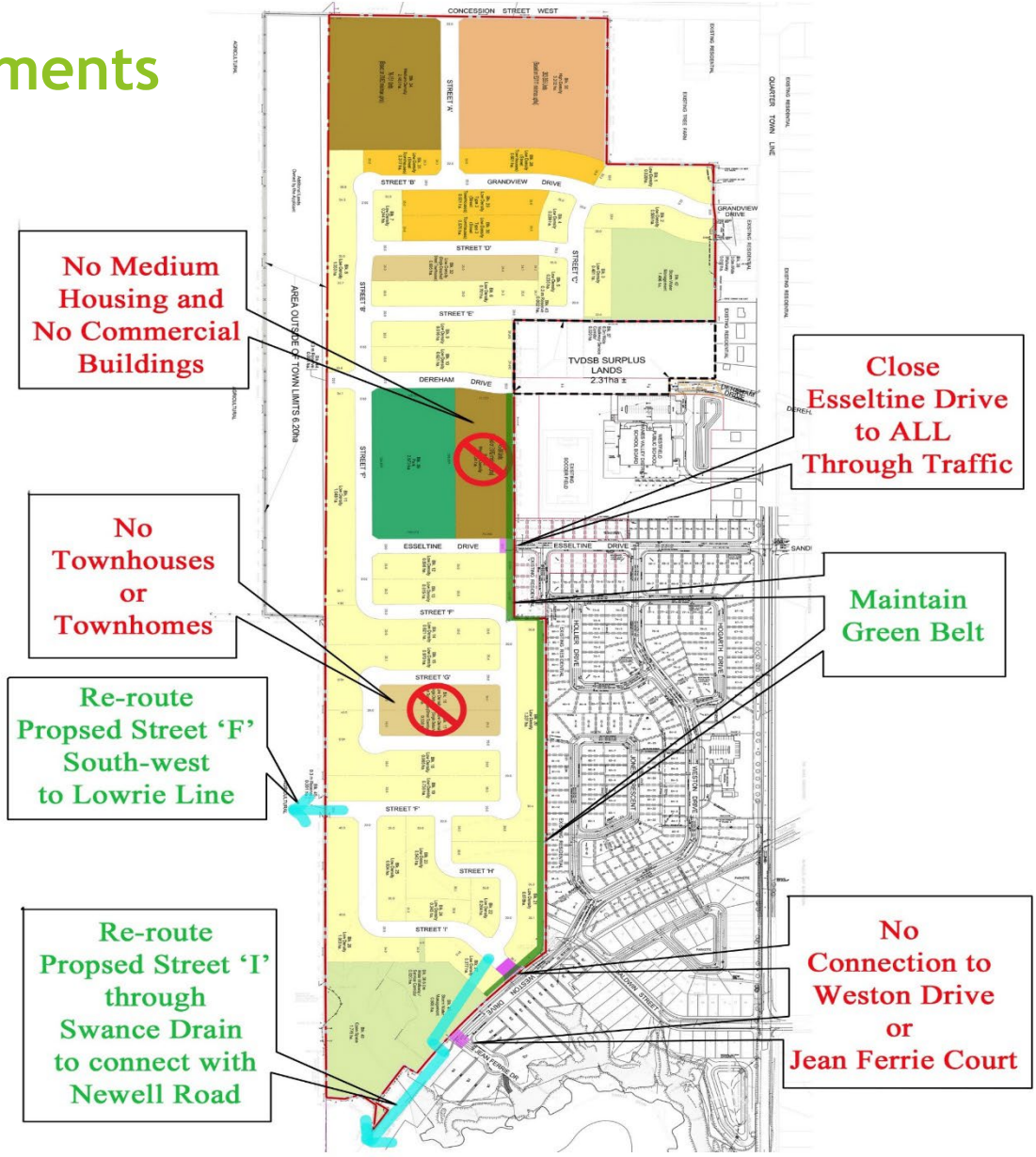


2023-04-05

4

Summary of Improvements

Requested Modifications to the Proposed Plan



Acknowledgment & Thanks

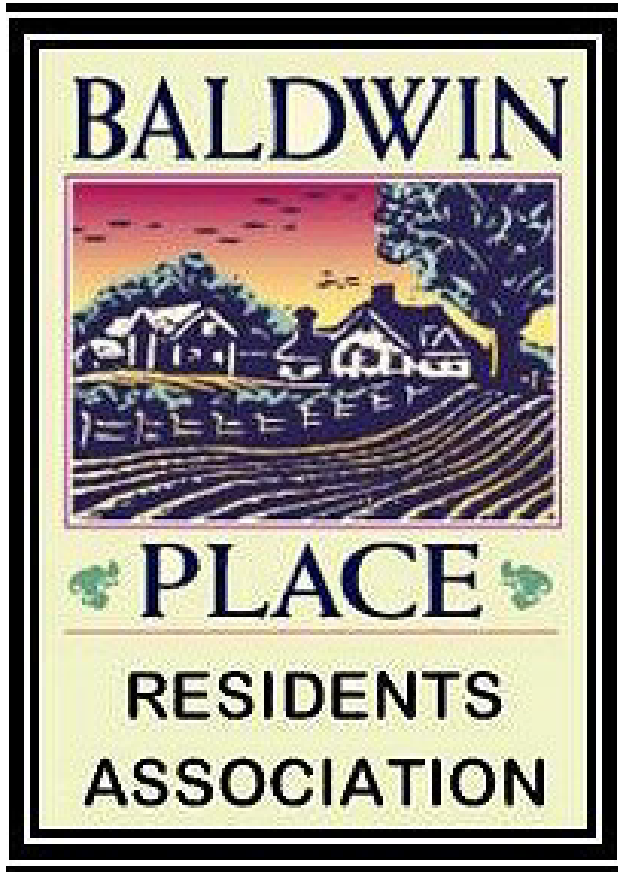
The Baldwin Place Residents Association ***Thanks*** the **Developer** and **Oxford County Planning** for amending the Draft Plan of Subdivision to address the concerns of the Baldwin Place Residents specifically relating to:

- ▶ Residents ***Safety***
- ▶ Construction Routes, Noise, Materials & Debris
- ▶ Improved EMS Routes
- ▶ Protecting our **Greenbelt**
- ▶ Respecting Residential Zoning Guidelines

Acknowledgment & Thanks

The Baldwin Place Residents Association *Thanks* the Tillsonburg Town Council for working with our Association and providing a Resolution that:

- ▶ Respects & Protects our Seniors Community
- ▶ Allows an Increase in Residential Units
- ▶ Improves the EMS Routes
- ▶ Protects the Greenbelt
- ▶ Exceeds Bill 23 Guidelines on Units and Density
- ▶ Complies with Oxford County Official Plan - Traffic



Tillsonburg Town Council Resolution March 27, 2023

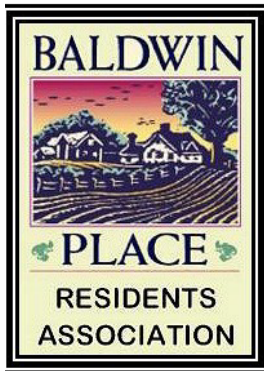
Town Council Resolution

Approved the Victoria Wood Development with the following conditions:

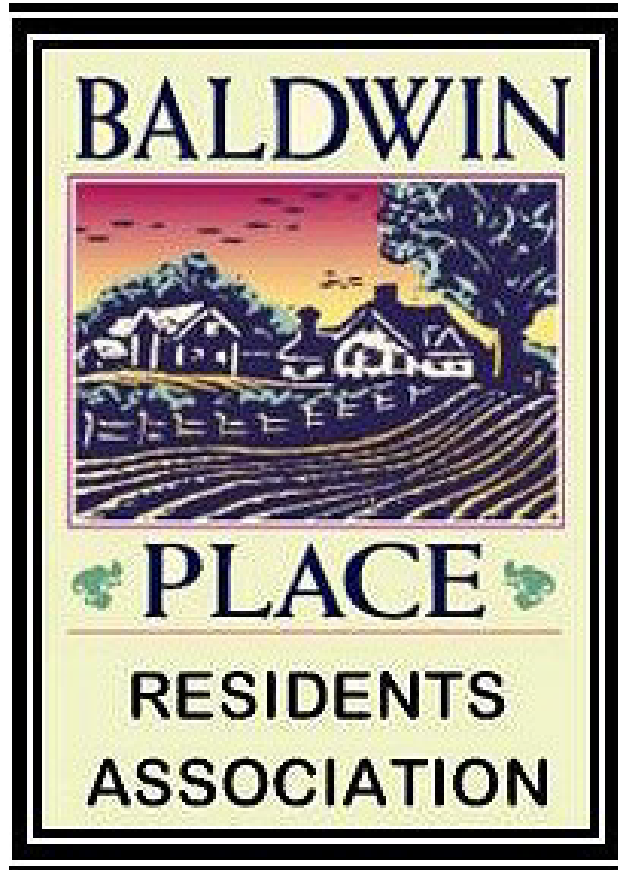
- ▶ The Developer Increased the number of Residential Units
- ▶ The Revised Plan meets Provincial Maximum Density Requirements
- ▶ Construction Vehicles are Restricted on Baldwin Place Streets
- ▶ Esseltine Drive is NOT to be extended as a thru road due to safety
- ▶ Straighten Street 'F' for improved EMS Access
- ▶ Plans to develop Dereham Drive and Grandview Drive as through roads into the Development
- ▶ Maintain Trees along Boundary and protect the **Greenbelt**
- ▶ The access through point at Street 'I' to Weston Drive and leading to Baldwin Street be eliminated
- ▶ Housing Types abutting Baldwin Place are to be Single Family Residential (R2-4) or Similar
- ▶ Other Conditions not directly affecting Baldwin Place

It's a Win-Win-Win-Win-Win !

- ✓ **Developer:** Increased the Residential Units #s
- ✓ **Baldwin Place:** Protected
- ✓ **Oxford County:** Supports Area Growth
- ✓ **Tillsonburg:** Increase in Housing & Tax Base
- ✓ **Ontario:** Exceeds Bill 23 Regulations



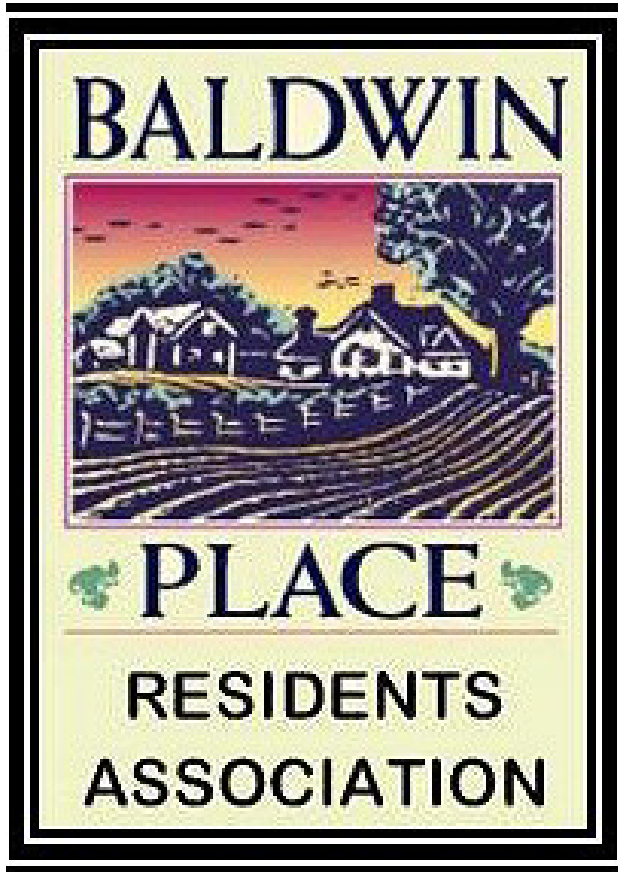
**Please Support Town Council's
Resolution**



Thank You!

**Baldwin Place
Residents
Association Board**

**Tillsonburg West
Committee (TWC)**



**We Welcome
your Questions,
Comments or
Concerns**



SITUATION TABLE OXFORD 2022 TRENDS

Community Report to Oxford County Council

April 12th, 2023

Overview

▶ Background

- ▶ What is a Situation Table? What does this mean for Oxford?
- ▶ How did the Table begin?
- ▶ Provincial Risk Tracking Database (RTD)
- ▶ Member Organizations
- ▶ Team Process - the 4 Filter Approach & Highest Standards of Privacy of Information
- ▶ Definitions

▶ 2022 Trends in Acutely Elevated Risk & Interventions

Supporting Community Safety & Wellbeing

“...the more effort that is expended on **social development**, where a wide range of sectors, agencies and organizations bring different knowledge and expertise to the table to address complex social issues, the better the results will be....”

Safe & Well Oxford Communities 2021



Situation Table: What is it?

- ▶ Situation Tables are considered best practice for improving community safety and reducing risk via multi-agency collaboration & **connecting vulnerable people to services**.
- ▶ It provides short-term, immediate intervention to reduce an imminent risk of harm.

So What Does that Mean for Oxford?

- ▶ 18 agencies gather weekly to collaborate ~ via Collaboration Agreements.
- ▶ Follow a clearly defined process for determining if an individual and / or family are at acutely elevated risk and if multi-agency intervention is required.

How did this all begin?

- ▶ Began in Glasgow Scotland in 2008 as a means of reducing gang violence & crime
 - ❖ Between 2008 & 2013 they were able to reduce the incidence of violent crime by 50%
- ▶ Situation Table Model came to Canada in 2011, starting in Prince Albert Saskatchewan
- ▶ Oxford's table began in 2014 (1 of 7 in the province)
- ▶ 56 Tables in 2021 at various stages of maturity

Provincial Risk Tracking Database (RTD)

- ▶ Ministry of the Solicitor General implemented RTD in 2014 to allow for data collection, analysis, & reporting.
- ▶ The data helps to identify local trends, risks, vulnerable groups
- ▶ Strategic intention to inform future programs and strategies in relation to community safety and well-being

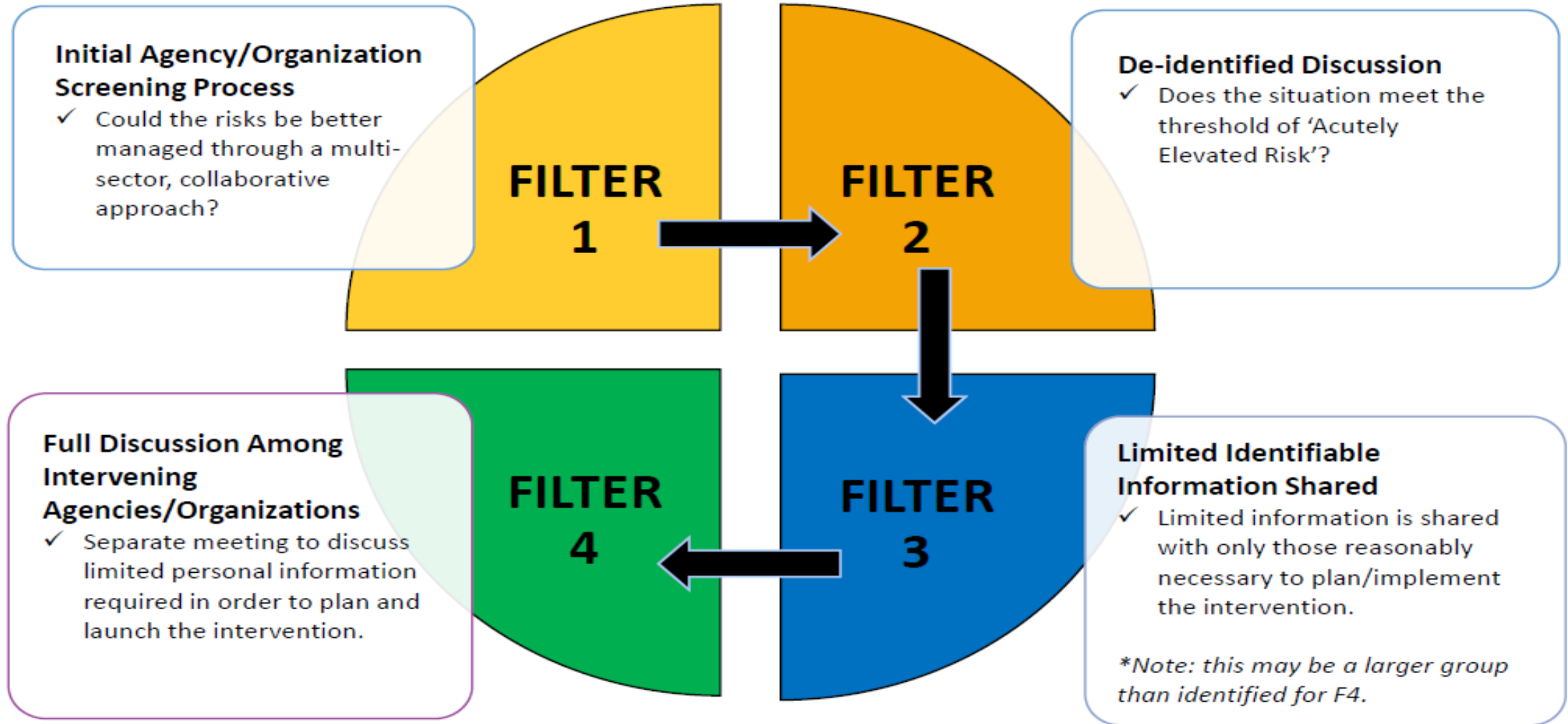
Member Organizations

- Canadian Mental Health Association Thames Valley Addiction & Mental Health Services
- Children's Aid Society of Oxford County
- Community Living Tillsonburg
- Domestic Abuse Services Oxford
- Home & Community Care Support Services Southwest
- Ingersoll Nurse Practitioner Led Clinic
- Ministry of Children, Community & Social Services
- Ontario Provincial Police Oxford Detachment
- Oxford Assertive Community Treatment Team
- Oxford County Community Health Centre
- Oxford County Human Services
- Oxford County Paramedic Services
- Thames Valley District School Board
- Wellkin
- Adult Probation & Parole - Ministry of the Solicitor General
- Woodstock Hospital, Mental Health
- Woodstock Police Service

Ad-Hoc Organizations

- London District Catholic School Board
- Conseil Scolaire Catholique Providence
- Victim Assistance Services of Oxford County

4 Filter Discussion Process



Definitions

Acutely Elevated Risk (AER) - Any situation negatively affecting the health or safety of an individual, family or group of people, where professionals are permitted in legislation to share personal information in order to eliminate or reduce imminent harm.

Risk Factors - Negative characteristics and/or conditions present in individuals, families and communities that may increase the presence of risk or fear of harm in a community (105 in total).

Study Flags - Tracking and monitoring specific trends in our community that may be studied locally and that fall outside the scope of *individual* risk factors. Example: domestic violence, child involved (33 in total).

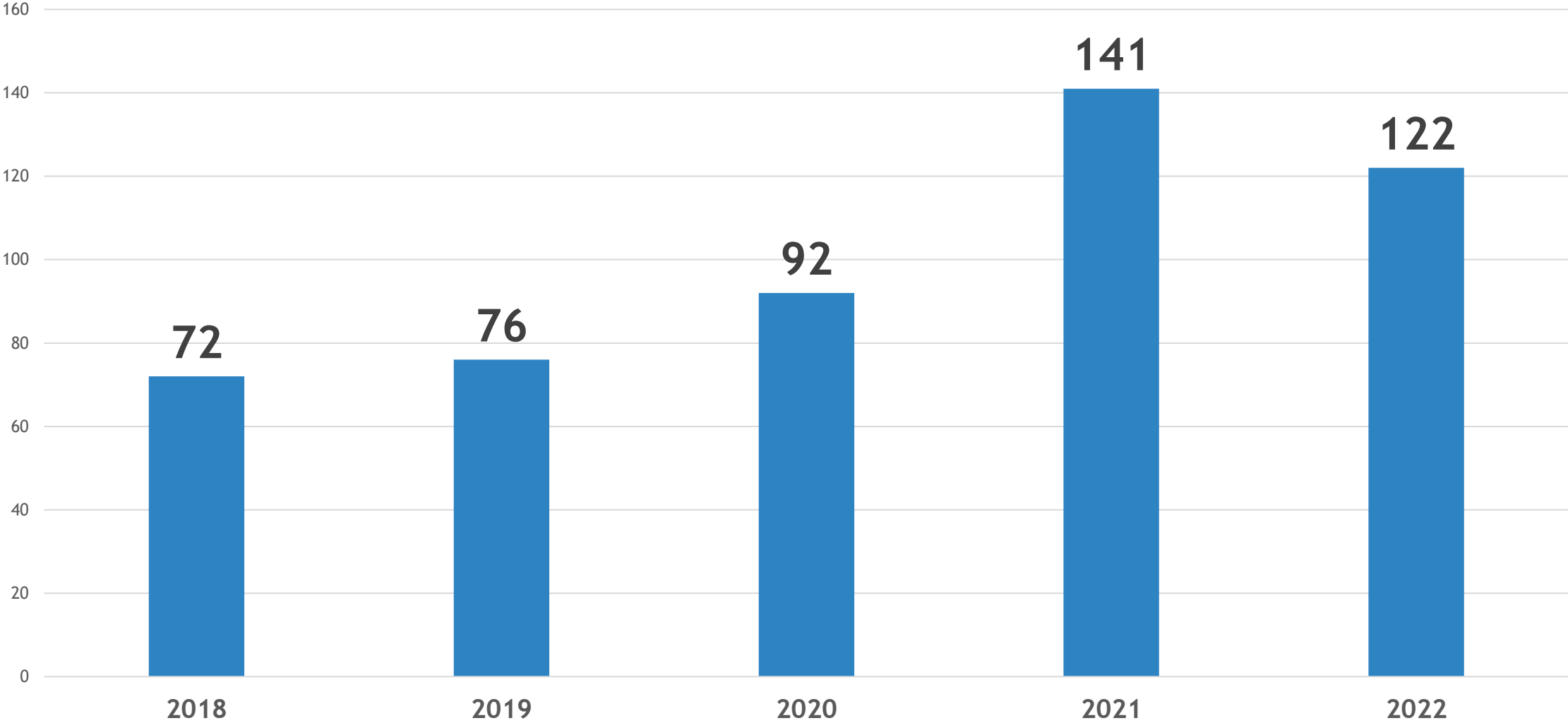
Services Mobilized - What the team provided to the person(s) at risk - tracking which services were offered to and accepted by the individual or family at AER.

Originating Agency - The agency who recognized the risk and brought it to the Table (completed filter 1).

Lead Agency - The agency who, based on the risk factors presented, feels that they would have the expertise to coordinate the intervention. This agency leads the filter 4 discussion and reports back to the table once the intervention is concluded.

Assisting Agencies - Additional agencies who, based on the risk factors, feels that they will be able to help mitigate the risks.

Number of Situation Table Discussions 2018-2022



Situation Table 2022: Highlights



122

total discussions with average of 9 risk factors identified per case



93% (114)

of discussions "Met the Threshold of Acutely Elevated Risk"



57% (65)

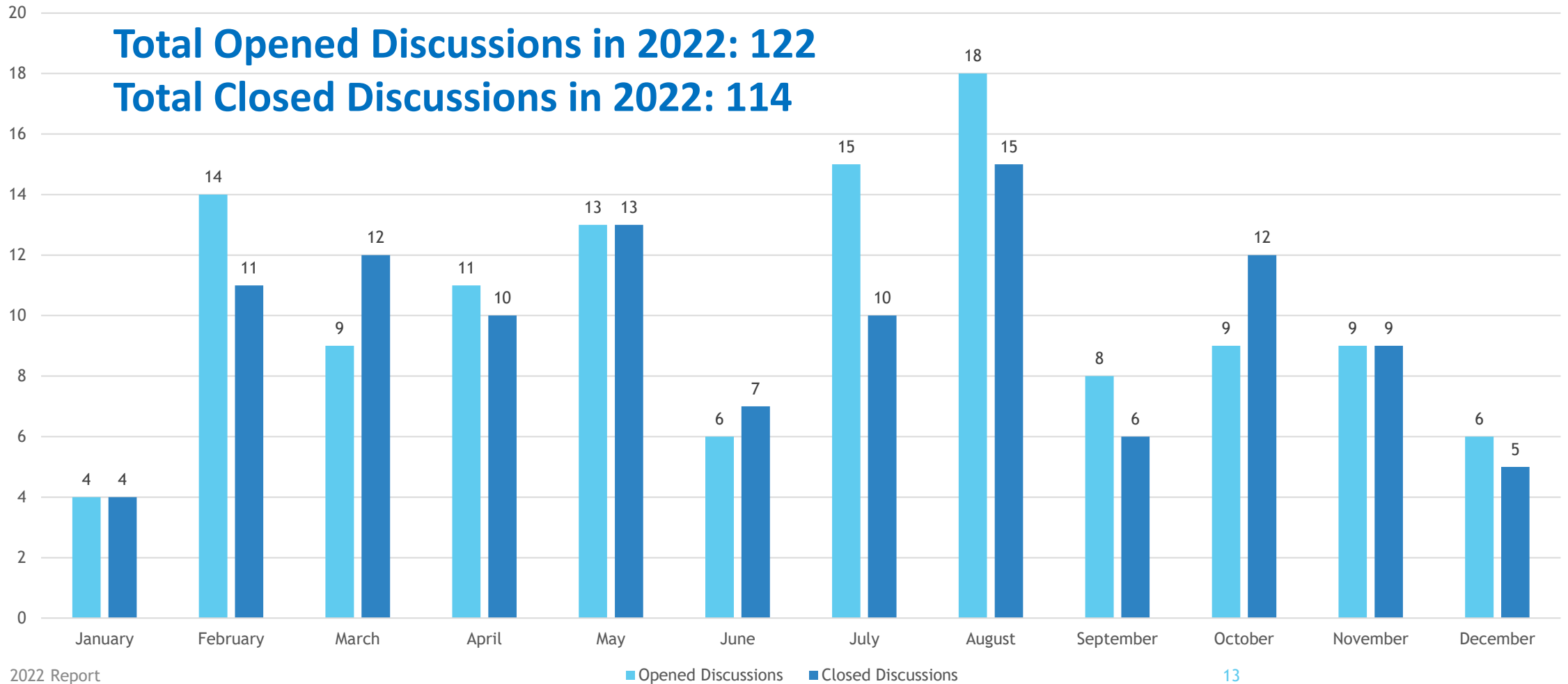
of discussions that "Met the Threshold of Acutely Elevated Risk" resulted in "Overall Risk Lowered."

Top 3 Originating, Lead, & Assisting Agencies 2022



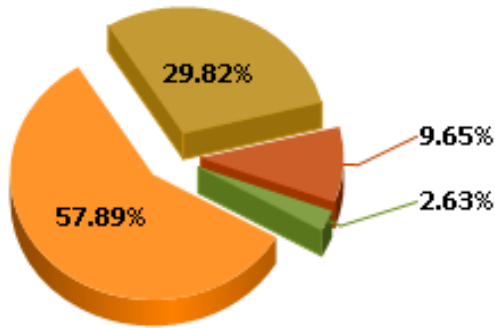
| Originating | Lead | Assisting |
|-------------------------------|---------------------------------------|---------------------------------------|
| OPP - Oxford Detachment | CMHA - Oxford | CMHA - Oxford |
| Woodstock Police Service | Addiction Services Thames Valley | Oxford County Community Health Centre |
| Children's Aid Society Oxford | Oxford County Community Health Centre | Woodstock Hospital |

Opened and Closed Discussions Oxford County 2022



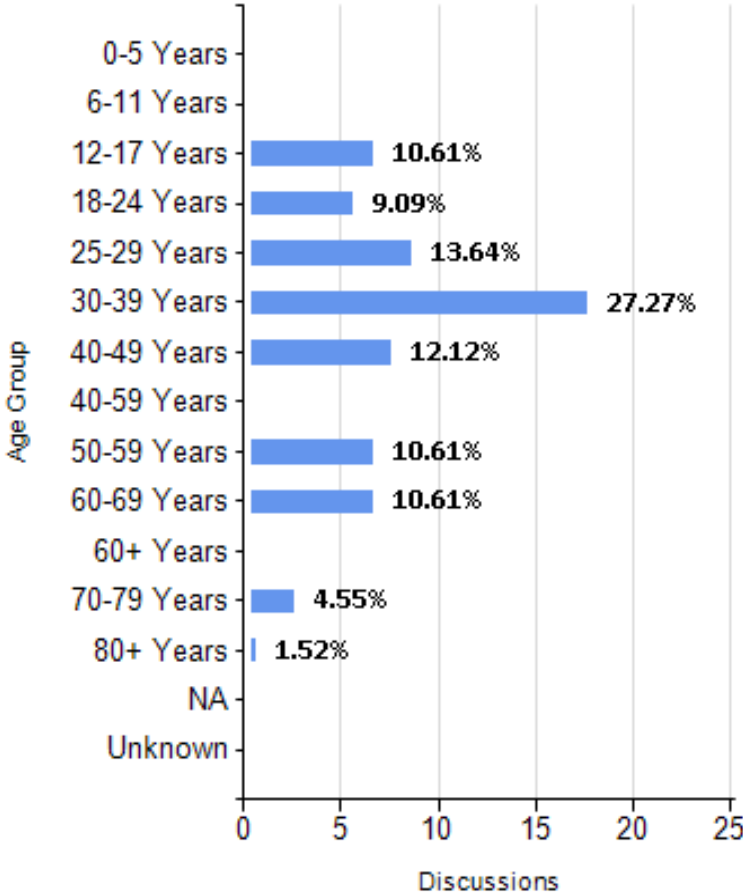
Demographic Information Report for Oxford County 2022

Breakdown By Discussion Type

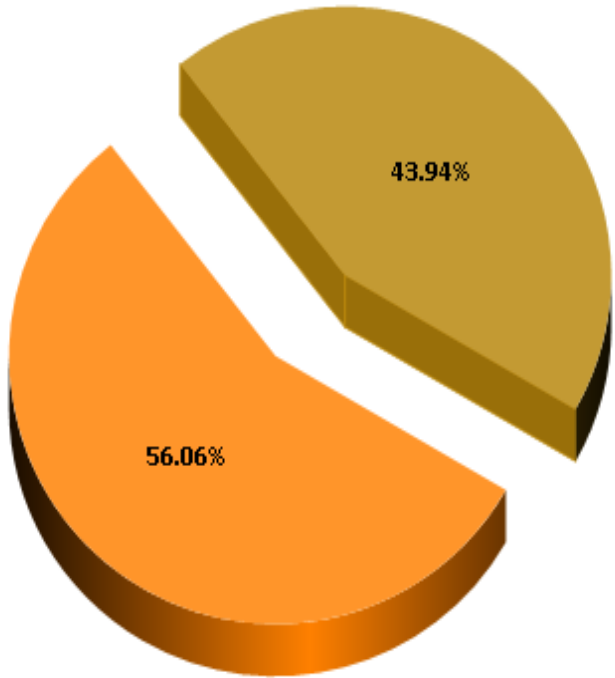


Person Neighbourhood Dwelling
Family

Breakdown By Age Group



Breakdown By Sex



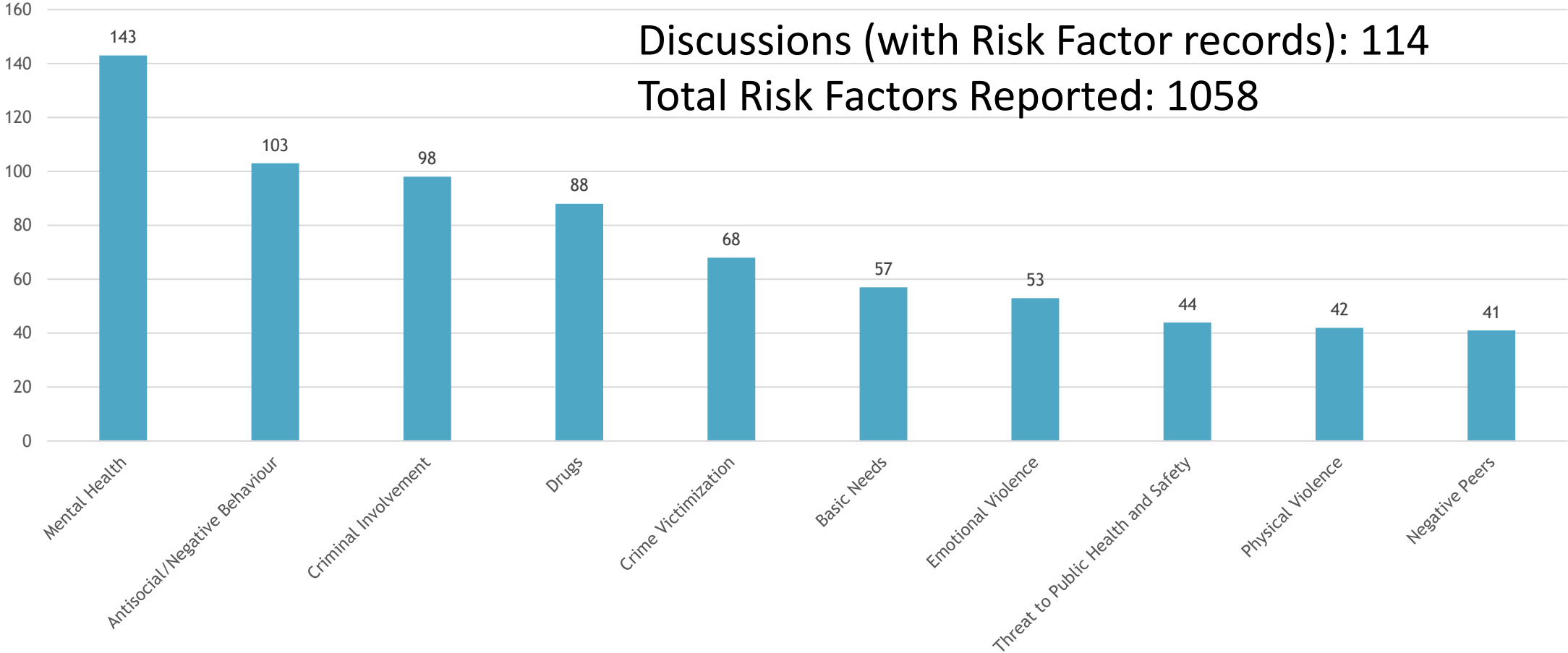
Male Female

Top 10 Risk Categories for Oxford County 2022

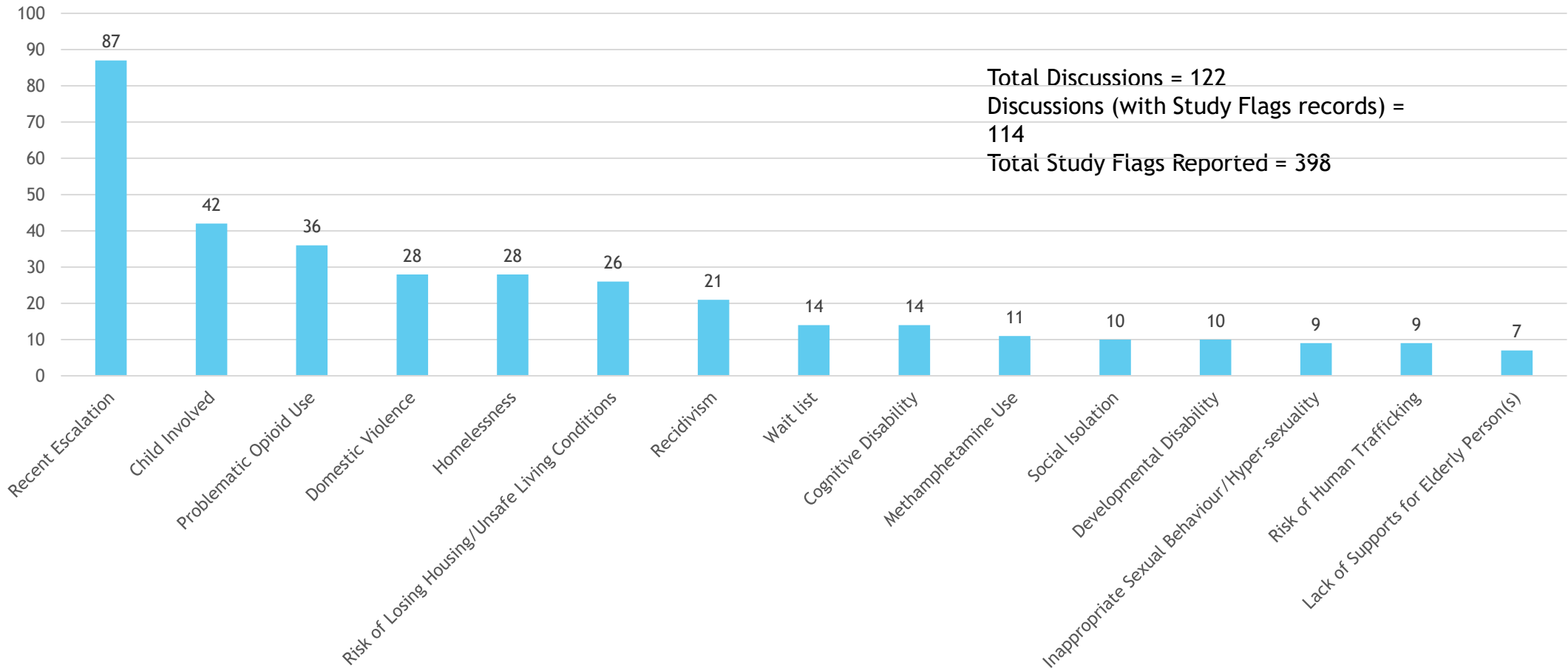
Total Discussions: 122

Discussions (with Risk Factor records): 114

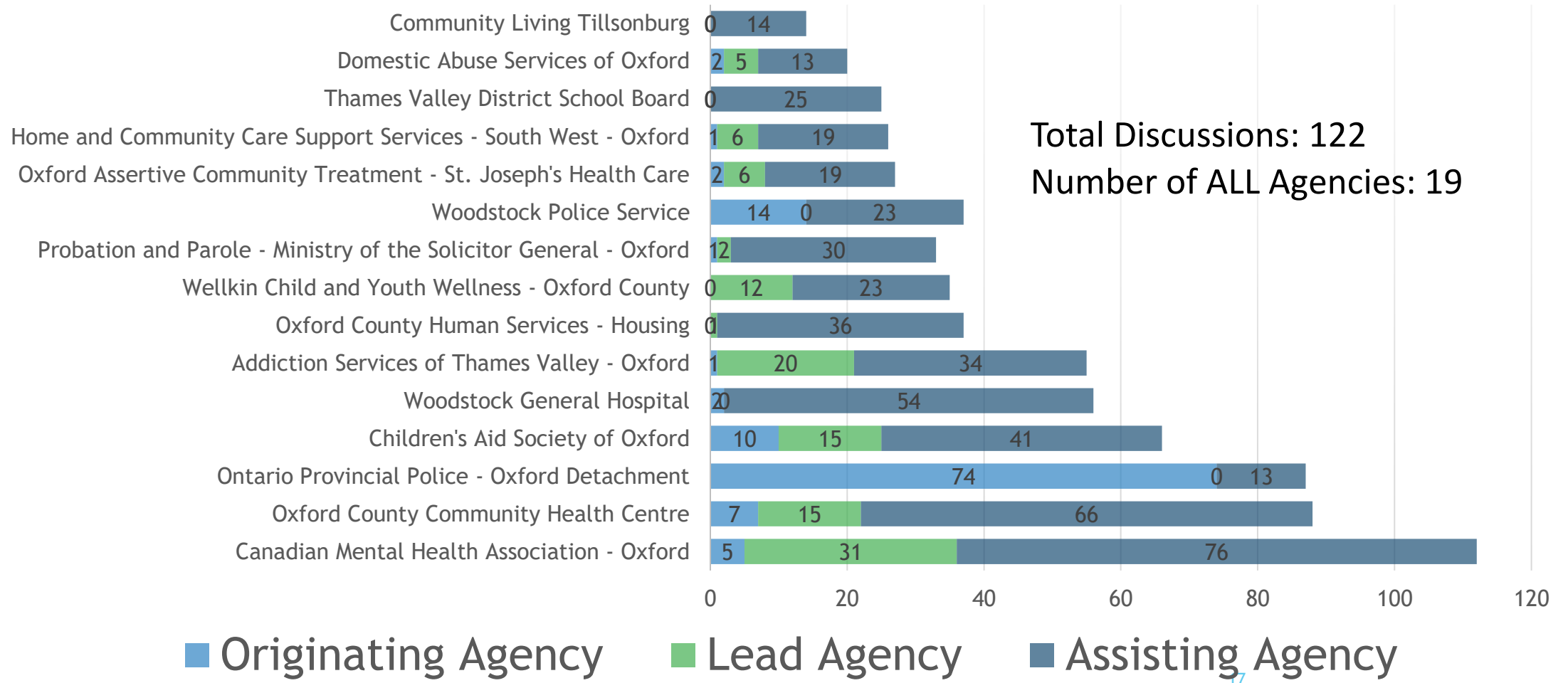
Total Risk Factors Reported: 1058



Top 15 Study Flags for Oxford County 2022

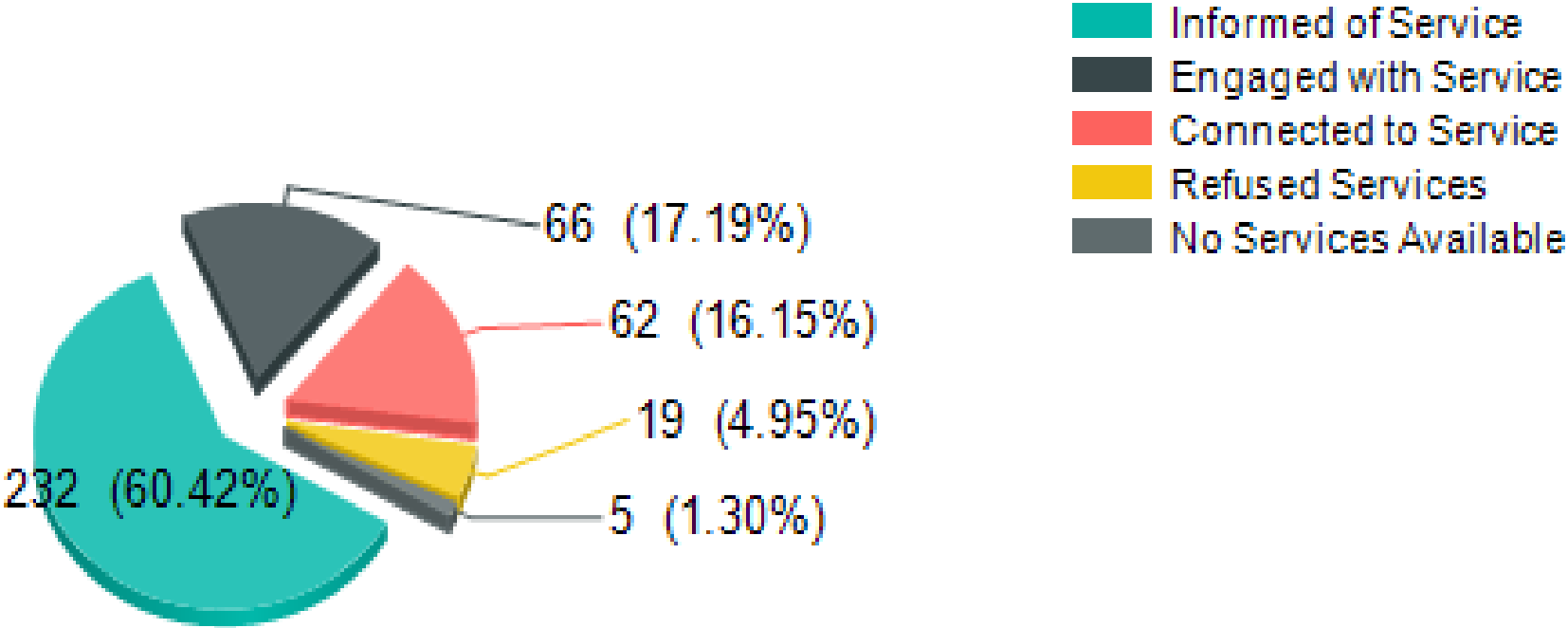


Agency Engagement for Oxford County 2022



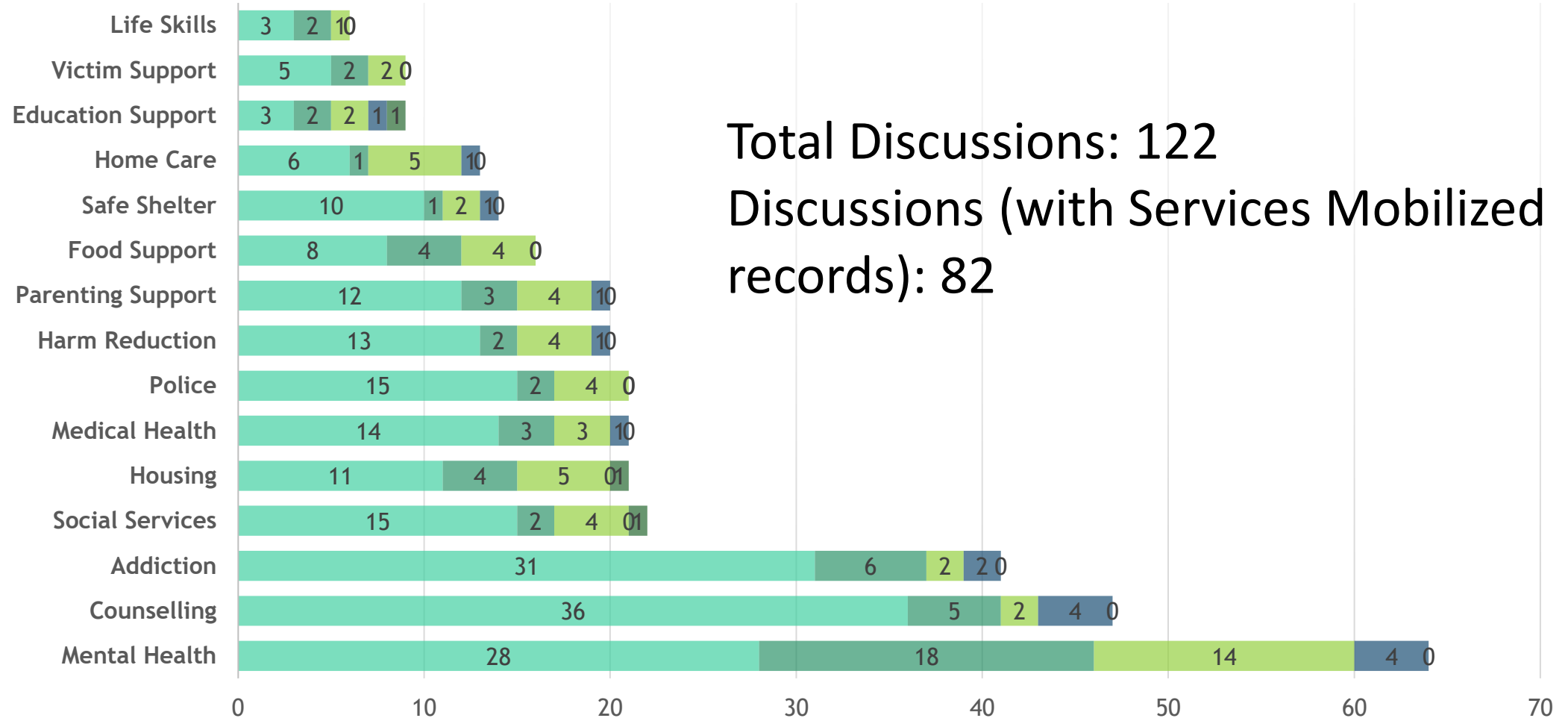
Services Mobilized for Oxford County 2022

Mobilization Type



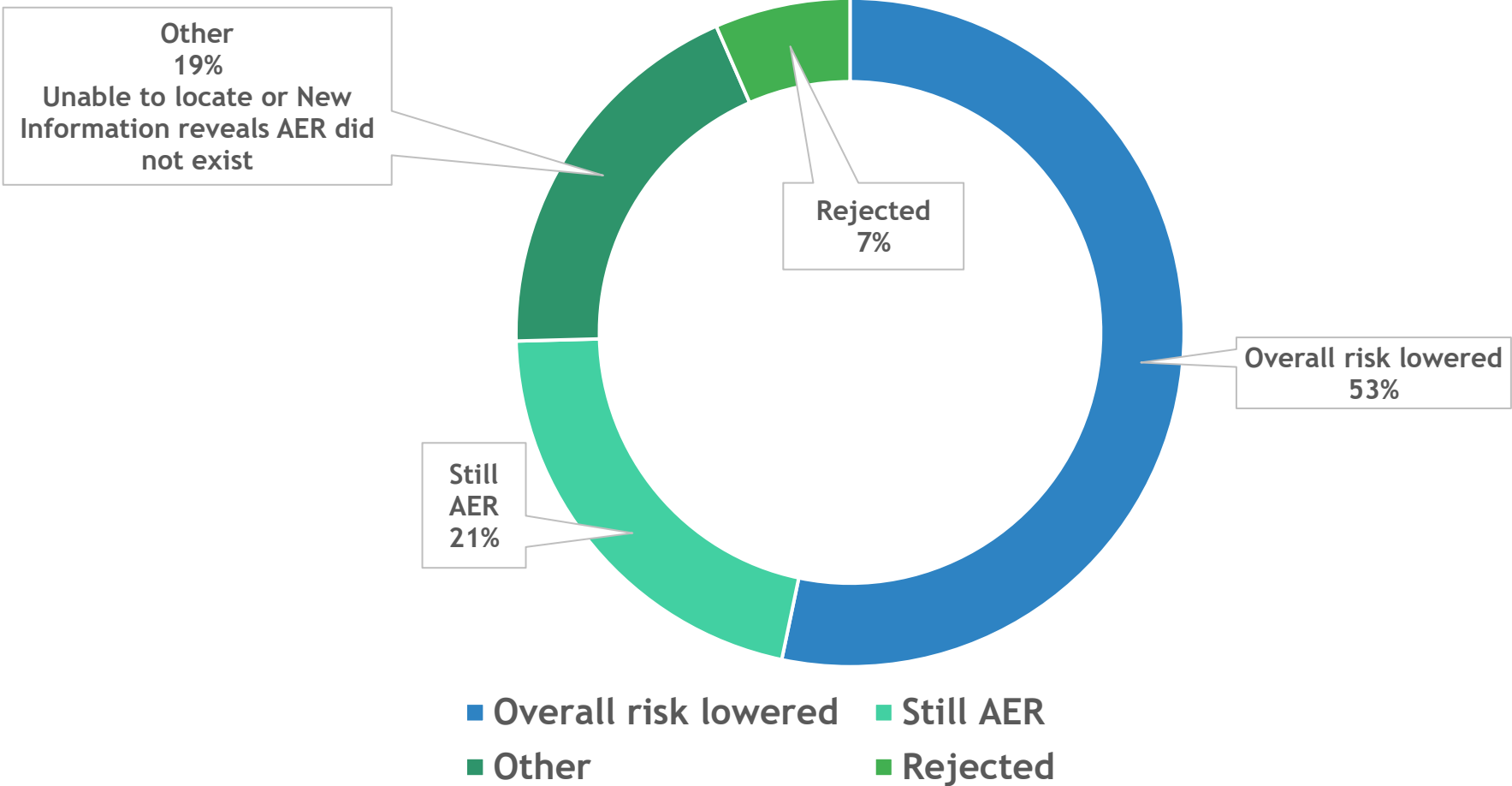
Detailed Service Mobilization 2022

Total Discussions: 122
 Discussions (with Services Mobilized records): 82



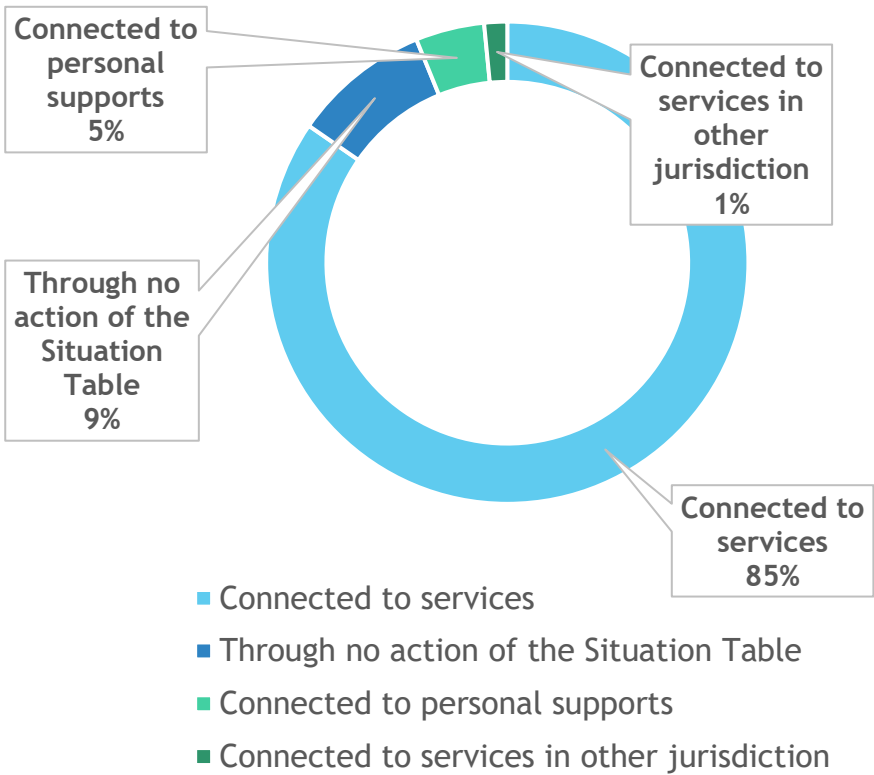
2022 Report ■ Informed of Service ■ Connected to Service ■ Engaged with Service ■ Refused Services ■ No Services Available

Closure Reasons Oxford County 2022

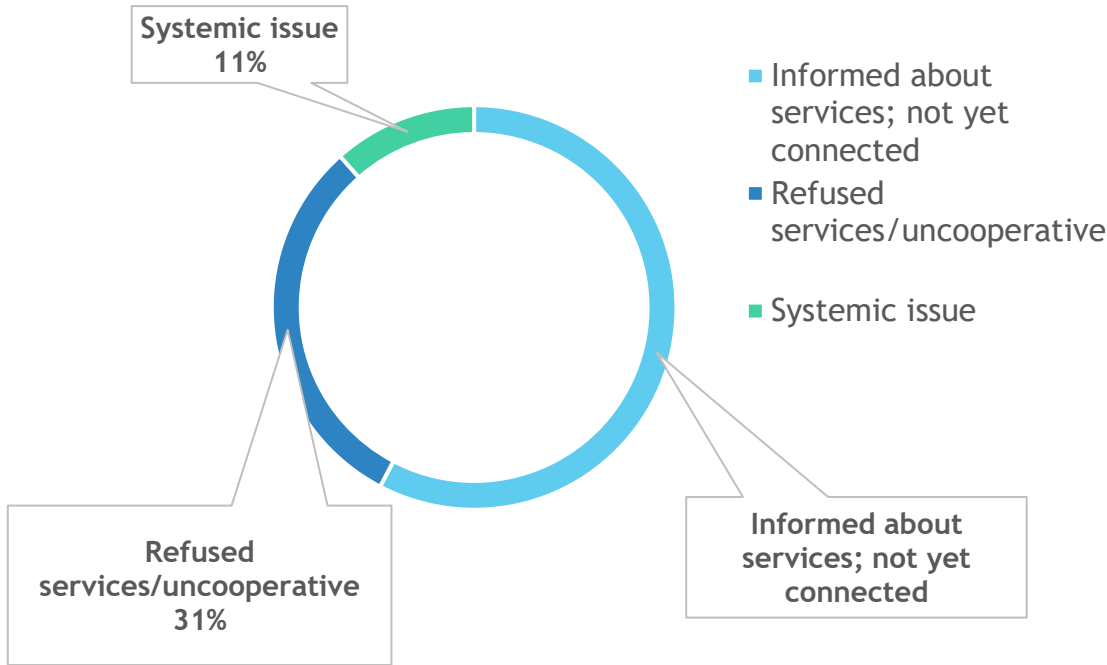


Closure Reasons Oxford County 2022

Overall Risk Lowered



Still AER





**Thank You to County Council
&
Highly Dedicated Partners Across
Oxford County**



AORS
 PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**

March 27, 2023

Dear Heads of Councils and Councillors,

We, the Association of Ontario Road Supervisors (AORS), are writing you on behalf of all our municipal members to raise awareness and solicit your support by objecting to a new fee proposed by Enbridge Gas. Enbridge has announced their intention to implement a new charge to third-party contractors and other utilities for utility locates. Third-party contractors will include Ontario municipalities and contractors working on their behalf. Enbridge Gas will apply a charge of \$200 CAD (plus applicable taxes) per locate request where a field locate is required. The need for municipalities and their contractors to request these locates when doing road construction and maintenance is due to utilities being present in municipal right of ways, which municipalities across the province have allowed at no cost to the utility.

Enbridge has stated that the *Getting Ontario Connected Act* passed into law in April 2022 has resulted in changes to the *Ontario Underground Infrastructure Notification System Act* and has caused Enbridge to make significant investments in associated operational investments. The concern being raised by our members, your public works staff, is that Enbridge will be just the beginning of these additional fees, with other utility companies implementing similar charges. These new charges will have significant impacts on municipal budgets.

As examples of what impacts this announcement might have on municipalities, based on 2022 municipal locate requests alone, it is estimated that this new fee would directly cost the Municipality of Central Huron approximately \$35,000 annually, the City of Belleville approximately \$90,000 annually and the Town of Espanola approximately \$7,300 annually. It is important to note that these are direct costs alone. Any subcontractors working on behalf the municipality requesting locates will be charged this same cost, and these costs will have to be borne by someone – meaning the subcontractors will put this cost back to the municipality. Then there will be the added administrative costs at both ends of the transaction. It is difficult to determine this quickly the true fulsome costs to your budget. This will also add an extra item into tendering projects, as it will create concerns on both sides on who is responsible for these costs.

By Enbridge Gas passing on these locate costs to municipalities, these costs are borne by all ratepayers across the municipality, and not only those who use this utility.

We would like to request your Council consider passing the following resolution:

WHEREAS, Enbridge recently made an announcement of their intention to begin charging third-party contractors and other utilities \$200 CAD (plus applicable taxes) for utility locates where a field locate is required;

AND WHEREAS, third-party contractors include Ontario municipalities;

AND WHEREAS, these locate requests are only required as Ontario municipalities have allowed utilities to use municipal right of ways at no charge to the utilities;

AND WHEREAS, this announcement of new downloaded costs will negatively impact the budgets of Ontario municipalities which are already burdened;

AND WHEREAS, if Enbridge is successful in implementing this new charge, a precedence is set for other utility companies to also begin charging for locates;

THEREFORE IT BE RESOLVED, that the <insert your municipality name> strongly opposes these utility locate costs being downloaded to Ontario municipalities by Enbridge Gas or other utilities;

AND THAT, the Province of Ontario's Ministry of Public and Business Service Delivery make it clear that these costs must be borne by the utilities themselves;

AND THAT, this decision be forwarded to Minister of Public and Business Service Delivery Kaleed Rasheed, Minister of Infrastructure Kinga Surma, Minister of Energy Todd Smith, Premier Doug Ford, <insert your municipality name>'s MPP, the Association of Ontario Road Supervisors and the Association of Municipalities of Ontario.

Furthermore, AORS will be sending your public works senior managers and directors a survey to further investigate the true costs of this proposed fee on your budgets. We ask you to encourage your staff to complete this survey so we can better advocate on your behalf.

If you require additional information, please do not hesitate to contact us.

Sincerely,



John Maheu
Executive Director
johnmaheu@aors.on.ca



Kelly Elliott
Marketing and Communications Specialist
kellyelliott@aors.on.ca

**Ministry of
Municipal Affairs
and Housing**Associate Minister's Office
Housing777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-6500**Ministère des
Affaires municipales
et du Logement**Bureau du ministre
associé Logement777, rue Bay, 17e étage
Toronto ON M7A 2J3
Tél. : 416 585-6500

283-2023-39

March 9, 2023

Warden Marcus Ryan
County of Oxford
mryan@oxfordcounty.ca

Dear Warden Ryan:

I would like to thank you, your fellow council members, and staff for taking the time to meet with me at the 2023 Rural Ontario Municipal Association (ROMA) Conference. Our government is committed to working with you and promoting rural Ontario as a place to live, to work and to do business.

I appreciated hearing about the County of Oxford's recently developed Master Housing Strategy, and your request for funding to deliver housing support and lessen the number of people on the affordable housing waitlist. I understand that Oxford County is making significant financial commitments to this plan, and I am confident in its ability to deliver.

If you or your staff would like to discuss these matters further, ministry staff would be pleased to assist. Please feel free to contact Tony Brutto, Manager, Local Government and Housing, in the West Municipal Services Office in London at 519-859-6817 or Tony.Brutto@ontario.ca. You are also welcome to contact my Chief of Staff, Alexandra Hoene, at Alexandra.Hoene@ontario.ca or my Manager of Stakeholder Relations, Shaida Maleki, at Shaida.Maleki@ontario.ca.

Our government sees a bright future for rural Ontario, with opportunities for growth in resource-based sectors, enhanced education and training and increased workforce productivity, all while providing a high quality of life and homes that Ontarians can afford.

Once again, I would like to thank you for taking the time to meet with me at the ROMA Conference.

Very best regards,

A handwritten signature in blue ink, appearing to read "Michael Parsa". The signature is fluid and cursive, with a long horizontal stroke at the end.

Hon. Michael Parsa
Associate Minister – Housing

c. Ernie Hardeman, MPP, Oxford, Ernie.Hardeman@pc.ola.org

The Honourable Steve Clark, Minister of Municipal Affairs and Housing,
minister.mah@ontario.ca

To: Warden and Members of County Council

From: Director of Community Planning

Applications for Official Plan Amendment and Plan of Subdivision OP 22-11-7; SB 22-01-7 Victoria Wood (Tillsonburg-West) GP Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-11-7, submitted by Victoria Wood (Tillsonburg-West) GP Inc., for lands legally described as Part of Lots 8 & 9, Concession 11 (Dereham) and Part of Lot 8, Concession 12 (Dereham) in the Town of Tillsonburg, to amend the present extent and location of the existing High and Medium Density Residential designations to facilitate the development of the subject lands for residential development;
2. And further, that Council approve the attached Amendment No. 293 to the County of Oxford Official Plan and that the necessary by-law to approve Amendment No. 293 be raised;
3. And further, that Oxford County Council grant draft approval to a proposed residential subdivision, File No. SB 22-01-7, submitted by Victoria Wood (Tillsonburg-West) GP Inc., for lands legally described as Part of Lots 8 & 9, Concession 11 (Dereham) and Part of Lot 8, Concession 12 (Dereham) in the Town of Tillsonburg, subject to the conditions attached to this report as Attachment 4 being met prior to final approval.

REPORT HIGHLIGHTS

- The amendment to the Official Plan proposes to amend the extent and location of the existing High and Medium Density Residential Areas within the proposed plan of subdivision.
- The proposed plan of subdivision consists of 26 blocks for single-detached dwellings, 3 blocks for a mix of single detached dwellings and townhouse dwellings, 2 blocks for street fronting townhouse dwellings, 2 blocks for medium density development, and 1 block for high density development, one park block, 2 blocks for stormwater management, one open space block, and three walkway blocks, served by nine new local streets and extensions of Esseltine Drive, Dereham Drive, and Grandview Drive.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

- Planning staff recommend that the proposed Official Plan Amendment and draft plan of subdivision be approved as the proposal is consistent with the relevant policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan.

Implementation Points

This application will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan.







Financial Impact

The approval of this application will have no financial impact beyond what has been approved in the current year's budget.

Communications

In accordance with the requirements of the Planning Act, notice of complete application regarding this proposal was provided to surrounding property owners on July 27, 2022, and notice of public meeting was issued on March 13, 2023. At the time of writing this report, concerns have been received from the public respecting traffic, access, proposed density, and land use compatibility from residents of the adjacent Baldwin Place development.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| <i>WORKS WELL TOGETHER</i> | <i>WELL CONNECTED</i> | <i>SHAPES THE FUTURE</i> | <i>INFORMS & ENGAGES</i> | <i>PERFORMS & DELIVERS</i> | <i>POSITIVE IMPACT</i> |
| | | 3.ii | | | |

DISCUSSION

Background

Owner: Victoria Wood (Tillsonburg-West) GP Inc.
145 Adelaide Street West, Suite 500, Toronto ON M5H 4E5

Agent: Andrea Sinclair, MCIP RPP, MHBC Planning
540 Bingemans Centre Drive, Suite 200, Kitchener ON N2B 3X9

Location:

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

The subject lands are described as Part of Lots 8 & 9, Concession 11 (Dereham), and Part of Lot 8, Concession 12 (Dereham) in the Town of Tillsonburg. The lands are located on the south side of Concession Street West, west of Quarter Town Line. The lands do not currently have a civic address.

County of Oxford Official Plan:

Existing Designation:

| | | |
|----------------|---|---|
| Schedule "T-1" | Town of Tillsonburg Land Use Plan | Residential Open Space |
| Schedule "T-2" | Town of Tillsonburg Residential Density Plan | Low Density Residential Medium Density Residential High Density Residential |

Proposed Designations:

| | | |
|----------------|--|---|
| Schedule "T-1" | Town of Tillsonburg Land Use Plan | Residential Open Space |
| Schedule "T-2" | Town of Tillsonburg Residential Density Plan | Low Density Residential Medium Density Residential High Density Residential |
| Schedule "T-3" | Town of Tillsonburg Leisure Resources & School Facilities Plan | Neighbourhood Park |
| Schedule "T-4" | Town of Tillsonburg Transportation Network Plan | Collector Road (Dereham Drive) |

Town of Tillsonburg Zoning By-law 3295:

Existing Zoning: Future Development Zone (FD)

Proposed Zoning: Special Low Density Residential Type 2 Zone (R2-sp)
Special Low Density Residential Type 3 Zone (R3-sp)
Special Medium Density Residential Zone (RM-sp)
Special High Density Residential Zone (RH-sp)
Passive Use Open Space Zone (OS1)
Active Use Open Space Zone (OS2)

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Proposal:

The proposed Official Plan Amendment (OPA) would amend the present extent and location of the existing High and Medium Density Residential designations as shown on Schedule “T-2,” Town of Tillsonburg Residential Density Plan. The OPA would also identify the proposed neighbourhood park within the plan of subdivision on Schedule “T-3”, Town of Tillsonburg Leisure Resources and School Facilities Plan.

The application for Draft Plan of Subdivision will facilitate the creation of 26 blocks for single-detached dwellings, 3 blocks for a mix of single detached dwellings and townhouse dwellings, 2 blocks for street fronting townhouse dwellings, 2 blocks for medium density development, and 1 block for high density development, one park block, 2 blocks for stormwater management, one open space block, and three walkway blocks, served by nine new local streets and extensions of Esseltine Drive, Dereham Drive, and Grandview Drive. Although the residential blocks have not been divided, the range of residential units that could be accommodated in the plan is estimated to be between 699 and 1113.

The Zone Change application proposes to rezone the lands from ‘Future Development Zone (FD) to ‘Special Low Density Residential Type 2 Zone (R2-sp)’, ‘Special Low Density Residential Type 3 Zone (R3-sp)’, ‘Special Medium Density Residential Zone (RM-sp)’, ‘Special High Density Residential Zone (RH-sp)’, ‘Passive Use Open Space Zone (OS1)’, and ‘Active Use Open Space Zone (OS2)’ to facilitate the above noted Draft Plan of Subdivision. Site specific zoning provisions and additional permitted uses for the High and Medium Density blocks have been proposed, and further details are included in the ‘Zoning’ section of this report.

In support of the applications, a functional servicing report, planning justification report, Archeological Assessment Report, Environmental Impact Study, Transportation Impact Study, and Geotechnical and Slope Stability Report were submitted.

The subject lands comprise approximately 47.7 ha (110 ac), with approximately 6.2 ha (15.3 ac) of the subject lands located in the Township of South-West Oxford, outside of the Town’s corporate boundary. The submitted planning applications are only applicable to the portion of the lands within the Town of Tillsonburg. No buildings or structures are present on the property and the subject lands have been used for agricultural purposes. Surrounding uses include residential uses fronting on the west side of Quarter Town Line, including Baldwin Place residential development, and Westfield Public School present on the extension of Dereham Drive. Lands to the north and east are predominantly low density residential, with open space, ravine lands, and a storm water management pond to the south. Lands to the west in the Township of South-West Oxford are used for agricultural purposes.

Plate 1, Location Map with Existing Zoning, indicates the location of the subject site and the existing zoning in the immediate vicinity.

Plate 2, 2020 Aerial Map, provides an aerial view of the subject property and surrounding area.

Plate 3, Existing Official Plan Designations, provides the layout of the proposed draft plan of subdivision.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Plate 4, Proposed Draft Plan, illustrates the layout of the proposed draft plan of subdivision.

Comments

2020 Provincial Policy Statement

Section 1.1.1 of the Provincial Policy Statement (PPS) directs that healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment, institutional, recreation, park and open space, and other uses to meet long-term needs.

Section 1.1.2 of the PPS directs that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines.

Section 1.4.1 sets out policies which are intended to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area. To accommodate this, planning authorities shall maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and if necessary, lands which are designated and available for residential development.

Section 1.7.1 directs that long-term economic prosperity should be supported by, among other measures, encouraging residential uses to respond to dynamic market-based needs and providing necessary housing supply and range of housing options for a diverse workforce, optimizing the long-term availability and use of land, resources, infrastructure and public service facilities.

The PPS also contains policies which direct that natural features and areas shall be protected for the long term. Section 2.1.2 directs that diversity and connectivity of natural features in an area and the long-term ecological function and biodiversity of natural heritage systems should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features. Section 2.1.5 directs that development and site alteration shall not be permitted in significant woodlands and significant wildlife habitat.

Official Plan

The subject lands are predominantly designated 'Low Density Residential'. The northwest portion of the site is designated 'Medium Density Residential' and 'High Density Residential', according to the Town of Tillsonburg Land Use Plan and Residential Density Plan. These designations have existed since the adoption of the 1978 Oxford County Official Plan.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Low Density Residential Areas are those lands that are primarily developed or planned for a variety of low rise, low density housing forms including single detached dwellings, semi-detached, duplex or converted dwellings, quadraplexes, townhouses and low density cluster development. In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not intended that the full range of housing will be permitted in every individual neighbourhood or development.

The maximum net residential density in the Low Density Residential (LDR) Designation is 30 units/ha (12 units/ac) and the minimum net residential density is 15 units/ha (6 units/ac). Individual development proposals may be approved at lower net residential densities provided that opportunities are available to achieve the minimum overall density requirement through development elsewhere in the LDR areas. To achieve this target, the Town and County will support a variety of lot sizes and configurations, the development of low rise multiple units and may consider narrower road widths and private roads within multiple unit condominium developments in areas of new LDR development.

Multiple unit dwellings in the LDR designation will generally be restricted to sites which abut collector or arterial roads or are situated such that traffic impacts from the site create minimum disturbance on local streets; sites where topography or other natural features would be best preserved by fewer buildings; sites which are close to shopping, recreation, cultural and community facilities. Street-oriented multiples such as street townhouses, quadraplexes and converted dwellings may be permitted on local streets.

Medium Density Residential areas are those lands that are primarily developed or planned for low profile multiple unit development that exceed densities established in Low Density Residential Districts. Residential uses within Medium Density Residential areas include townhouses, cluster houses, converted dwellings, and apartment buildings.

The maximum net residential density in the Medium Density Residential area is 62 units per hectares (25 units per acre) and no building shall exceed four stories in height at street elevation. Within areas of new Medium Density Residential development, the minimum net residential density shall be 31 units per hectare (13 units per acre).

In addition to areas predominantly composed of existing or planned Medium Density Residential development as identified on Schedule T-2, any further designations will be consistent with the following location criteria:

- Sites which abut arterial or collector roads or which are situated such that movements from the site do not flow through any adjoining Low Density Residential area;
- Sites which are close to shopping, recreation, cultural and community facilities;
- Sites which are adjacent to commercial areas, Community Facilities or High or Medium Density Residential Areas.

Any lands proposed for Medium Density Residential development not identified on Schedule "T-2" will require an amendment to the Official Plan. In addition to the location policies identified, when considering proposals to designate lands for Medium Density Residential development, Town Council and County Council will be guided by the following site specific criteria:

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

- the size, configuration and topography of the site is such that there is sufficient flexibility in site design to mitigate adverse effects on the amenities and character of any adjacent Low Density Residential area through adequate buffering and screening;
- the location of vehicular access points and the likely effects of traffic generated by the proposal on Town streets has been assessed and is acceptable;
- adequate hard service capacity including water distribution, sanitary and storm sewers, power and gas distribution facilities is, or will be, available to accommodate the proposed development;
- off-street parking and outdoor amenity areas can be provided;
- the effect of the proposed development on environmental resources or the effect of environmental constraints on the proposed *development* will be addressed and mitigated as outlined in Section 3.2.

High Density residential areas are those lands primarily developed or planned for a limited range of intensive large-scale, multiple unit forms of residential development as shown on Schedule T-2. This designation shall be applied in a localized and site-specific manner in locations where high density high-rise development can:

- result in the preservation of features of the natural environment which may otherwise be compromised with more dispersed low rise *development*, or
- result in the efficient use of land which may be difficult to develop at a lower residential density due to the presence of environmental constraints and the costs of mitigating such constraints, or
- constitute community landmarks or reference points, or
- support the viability and functionality of the Central Area.

The height and density limitations applicable to the various forms of development allowed in the High Density Residential area shall be determined on the basis of the nature, character and scale of adjacent land uses. Height and density limitations will be specified in the Zoning By-law and may vary from location to location.

Unless there are specific site or area characteristics which favour higher limits, net residential densities will normally not exceed 111 units per hectare (45 units per acre). Under no circumstances will development within a High Density Residential area be less than 63 units per hectare (26 units per acre) net residential density without amendment to this Plan.

Town Council will support the provision of services and amenities that enhance the quality of the residential environment within lands designated as Residential Area on Schedule T-1 by permitting neighbourhood serving uses to be established. Neighbourhood serving uses include land uses such as schools, churches, libraries, parks, community centres, day care facilities, convenience shopping facilities and community support services which primarily serve a local residential neighbourhood by providing everyday goods and services or fulfilling cultural and social needs.

In addition to the specific policies as outlined in Sections 8.3, 8.5 and 8.6, the following factors will be used to evaluate the acceptability of development proposals for neighbourhood serving uses:

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

- demonstration that such uses will contribute in a positive way to providing a sense of community by facilitating interaction among residents, by increasing the personal security of residents and by supplying everyday needs;
- such uses will generally be clustered in association with other community-oriented land uses, such as open spaces, pedestrian linkages, or leisure facilities in order to provide a focal point for the area or will be located such that they serve as intervening land uses between residential and non-residential development;
- the presence or provision of pathways or sidewalks which facilitate pedestrian access to these uses;
- those uses with the potential to generate significant amounts of traffic and parking, originating from points external to the affected residential area, are located on either major collector or arterial roadways to minimize the disturbance that is created on local streets;
- demonstration that screening, buffering, physical separation or other design measures can be utilized to reduce any adverse effects generated by the use on adjacent residential uses. Such effects may include noise, lighting, fumes, parking and outdoor storage;
- it can be demonstrated that such uses complement adjacent residential uses, provide a needed service to the area, and are better located in the Residential Area designation than in other areas as designated in the Plan.

Commercial uses serving the Residential Area, such as variety stores and other convenience-type facilities shall be limited to a maximum total floor area of 372 square metres (4,000 square feet) gross leasable commercial floor area.

The subject lands contain significant woodlands and valleylands, and the site is in proximity to fish habitat. Section 3.2 of the Official Plan requires that where site alteration is occurring within or 50 m adjacent to Significant Valleylands or Significant Woodlands, an Environmental Impact Study be prepared.

New permitted uses, or expansions/enlargements to existing uses, buildings, or structures within or adjacent to a Natural Heritage designation that requires a Planning Act approval may be permitted if it can be demonstrated through an Environmental Impact Study (EIS), prepared to the satisfaction of the Municipality in accordance with the policies contained in Section 3.2 of this Plan, that there will be no negative impacts to the natural heritage features and/or their ecological functions.

The policies of Section 10.3.3 (Plans of Subdivision and Condominium) provide that County and Town Council will evaluate applications for a plan of subdivision on the basis of the requirements of the Planning Act, as well as criteria including, but not limited to, the following:

- Conformity with the Official Plan;
- The availability of community services such as roads, water, storm and sanitary sewers, waste disposal, recyclable collection, public utilities, fire and police protection, parks, schools and other community facilities;
- The accommodation of Environmental Resources and the mitigation of environmental and human-made constraints;
- The reduction of any negative effects on surrounding land uses, transportation networks or significant natural features;
- The design of the plan can be integrated into adjacent developments, and;

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

- The design of the plan is to be compatible with the natural features and topography of the site, and proposals for extensive cut and fill will be discouraged.

As a condition of draft plan approval, County Council will require an applicant to satisfy conditions prior to final approval and registration of the plan. The applicant will be required to meet the conditions of the draft approval within the specified time period, failing which, draft plan approval may lapse. Additionally, to provide for the fulfillment of these conditions, and for the installation of services according to municipal standards, Council shall require the applicant to enter into a subdivision agreement with the area municipality and, where necessary, the County, prior to final approval of the plan.

Section 8.6.2.3 of the Official Plan provides that Town Council will acquire lands for use as parkland or leisure through conditions of draft approval of plan of subdivision. Land conveyed to the Town as part of the required parkland dedication will be expected to meet minimum standards for drainage, grading, landscaping, fencing and shape in accordance with the intended function and will be located in appropriate locations.

Zoning By-law

The subject lands are currently zoned 'Future Development Zone (FD)' in the Town Zoning By-Law. The Zone Change application proposes to rezone the lands to 'Special Low Density Residential Type 2 Zone (R2-sp)', 'Special Low Density Residential Type 3 Zone (R3-sp)', 'Special Medium Density Residential Zone (RM-sp)', 'Special High Density residential Zone (RH-sp)', 'Passive Use Open Space Zone (OS1)', and 'Active Use Open Space Zone (OS2)' to facilitate the above noted Draft Plan of Subdivision.

The proposed special provisions for the High and Medium Density blocks near Concession Street West include additional permitted uses for neighbourhood serving commercial uses, including daycare, personal service establishments, convenience stores and eating establishments (exclusive of a drive through).

Regarding the residential zones, the applicant has proposed a number of special provisions to facilitate various forms of housing. The requested zoning and development provisions for street-fronting townhouse dwellings, single detached dwellings and semi-detached dwellings are similar to existing zoning provisions utilized in recent developments in Tillsonburg on the north and south side of North Street East, and to the east in Andrews Crossing east of Quarter Town Line.

The requested zoning provisions include reductions to minimum lot area and frontage for interior, end and corner townhouse units, reduced front yard depth and exterior side yard width for main buildings, and increased lot coverage.

Two of the proposed blocks (Blocks 20 & 21) that abut existing development to the east are proposed to have a R2 zoning that would permit single detached dwellings with an increased lot frontage of 12.2 m in lieu of the minimum 10.5 m.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Agency Comments

The Town of Tillsonburg Engineering Services Department provided the following comments:

- A 3-way stop condition is needed at Weston Drive;
- A 4-way stop condition is needed at the intersection of Dereham Drive and Street 'B/F';
- If approved, please include the following as conditions of draft plan approval:
 - a. The Owner agrees to satisfy all requirements, financial and otherwise, of the Town regarding the construction of roads, installation of services, including water, sewer, electrical distribution systems, street lights, sidewalks, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with Town standards.
 - b. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, a grading plan, servicing plan, hydro and street lighting plan, and erosion and siltation control plan, along with reports as required, be reviewed and approved by the Town, and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
 - c. Such easements as may be required for utility or drainage purposes outside of the public right-of-way shall be granted to the appropriate authority.

The Town of Tillsonburg Director of Recreation, Culture and Parks provided the following comments:

- A 3 m walking path/block is requested to be incorporated from Street 'F' to Street 'G' through Blocks 14 & 15, 18 & 19 in a location satisfactory to the Town;
- The owner shall provide an overall Landscaping Plan depicting one (1) tree per lot, in accordance with Tillsonburg's Design Guidelines. Tree Species to satisfaction of the Town.

The Oxford County Public Works Department provided the following comments:

- Final watermain sizing of the proposed water distribution system within the development will be determined during detailed design;
- The Owner shall be aware that the proposed Phases 6, 7 & 8 will not advance unless an adequate watermain loop is installed to ensure security of supply. The water supplying these phases may not enter solely from Weston Drive.
- A CAD file of the water main layout for the entire development showing the water main location, hydrants, valves, street and lot fabrics will be required so that it can be integrated into our modelling to ensure County model is up to date.

The following draft plan conditions should be included:

- The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Transportation Impact Study prepared by Paradigm Transportation Solutions Limited, April 2022. This will be completed to the satisfaction of the Town of Tillsonburg and the County.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

- The Owner shall agree to prepare and submit for the approval of Oxford County Public Works detailed, signed and stamped servicing plans designed in accordance with Oxford County Design Guidelines.
- The subdivision agreement shall make provision for the assumption and operation by the County of Oxford of the water and sewage system within the road ROW subject to the approval of the County of Oxford Department of Public Works.
- Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Tillsonburg water and sanitary sewer systems to service the plan of subdivision. Confirmation shall be given in accordance with the “Protocol for Allocation of Water and Sewage Capacity for Development”.
- The Owner agrees to provide such easements as may be required for utility or drainage purposes outside of the proposed public right-of-ways which shall be granted to the appropriate authority.
- The Owner agrees in writing to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision.

Long Point Region Conservation Authority provided the following comments:

Conservation Authorities have been delegated responsibilities from the Minister of Natural Resources and Forestry to represent the provincial interests regarding natural hazards encompassed by Section 3.1 of the Provincial Policy Statement, 2020 (PPS). The overall intent of Section 3.0 - Protecting Public Health and Safety of the PPS is to reduce the potential public cost or risk to Ontario’s residents from natural or human-made hazards. As such, “development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards.”

The application is subject to the following subsections of section 3.1 of the Provincial Policy Statement:

3.1.1 Development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of:

- b) hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards.

LPRCA has no objection to the overall concept of this application. Staff can advise that the proposed zoning should be consistent with the development setbacks along the “ravine fingers”.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Ontario Regulation 178/06

For the applicant's information, a portion of the subject property is regulated under Ontario Regulation 178/06. The Regulated Area extends to 15 m back from the stable slope setback (9 m back from the development setback) as proposed in the slope stability assessment. Permission from LPRCA will be required prior to development within the Regulated Area.

Development is defined as:

- the construction, reconstruction, erection or placing of a building or structure of any kind,
- any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- site grading, or
- the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere (*Conservation Authorities Act, R.S.O. 1990, c. 27, s. 28 (25)*).

LPRCA staff have reviewed the submitted a Functional Servicing Report, the Slope Stability Assessment, the Geotechnical Report and the Environmental Impact Study and can provide the following comments:

- LPRCA recommends that all development occur outside the development setback shown on the site plan in the slope stability assessment. However, if the grading in the "ravine fingers" continues to be proposed, the limit of grading must be at the proposed limit of development shown on the site plan. That is, no grading or fill slope is to be proposed beyond the proposed limit of development. The grading plan to be submitted at the next stage must show this.
- There is not sufficient information on the site plan to indicate whether the proposed residential lot depths and amenity area are sufficient to achieve the EXP mitigation recommendations along the ravine.
- The slope stability assessment does not address the potential impact of the storm water management facility in the south adjacent to the ravine or the discharge of stormwater to the ravine in this area. It is expected that a supplemental report should;
 - a) assess the impact of the additional water on slope stability and recommend setback requirements for the wet pond,
 - b) recommend how the pond discharge will be conveyed to the ravine and the mitigation measures required to avoid soil erosion and maintenance.
- The post-development outflow volume must be reduced, preferably to the pre-development outflow volume, to avoid further erosion in the ravine. While it is understood that the Rational Method is used in the storm sewer design, a hydrologic model that can simulate and deal with the pre- and post-development flow volumes and discharge is expected in the storm water management report.
- For development of this scale, a design needs to be provided showing the major flow system. The major flow system should be provided by easement to a legal outlet, not across private property.
- A design for the overflow of the SWM system needs to be provided, considering the topography and location.
- Based on the borehole observations and staff's knowledge of the area, the land adjacent to the ravine is supporting groundwater recharge (especially in the sandy loam soils) and

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

providing groundwater discharge to the watercourse and small wetland features. Therefore, it's important to incorporate LID designs, and infiltration methods in the SWM design. LID designs are encouraged to reduce the volume of warm water entering into the cold-water ravine.

- Staff can advise that the Town of Tillsonburg should be contacted to address the drainage issue downstream of the ravine prior to commencement of development.

The Tillsonburg District Chamber of Commerce provided the following comments:

The Tillsonburg District Chamber of Commerce supports these applications, with the following concerns:

- That traffic studies be completed to ensure smooth traffic flow due to the fact that there is already traffic congestion in this area;
- That the Town be committed to investing in infrastructure to support the influx of new residents;
- Some recommendations (i.e. traffic signals) mention that "some improvements would be required over the next 10 years to accommodate the new residents". We recommend that Council is supporting this and looking for ways to include these needs in upcoming budgets.
- That attention be given to having enough school space to accommodate this many new residents. We recommend that school boards are given the opportunity to provide feedback when these applications are filed so that new residents will be informed about what school their children will be attending.
- Shopping is also a concern; particularly for children's clothing and accessories. A focus should be put on retail attraction.
- There is concern that there is little to no room for parking. The streets seem to be narrow in these high volume proposals. With vehicles parked on both sides of the streets, traffic movement is slowed, and there are safety concerns for pedestrians. If there was an emergency, there is concern that fire trucks, and/or ambulances would have difficulty navigating the streets.
- That attention be given to our healthcare infrastructure to ensure that individuals have access to primary care as our community continues to grow (in order to maintain a healthy community and workforce).

The Thames Valley District School Board indicated that the proposed draft plan of subdivision is within the attendance area boundaries of Westfield Public School (JK-8) and Glendale High School (Gr 9-12). Westfield Public School is currently operating above its on-the-ground capacity, and due to residential growth occurring in the area, enrolment is expected to continue to increase.

Based on the above, TVDSB requests that the following clause be included as a condition of Draft Plan Approval for the proposed development:

"The Owner shall inform all Purchasers of residential lots by including a condition in all Purchase and Sale and/or Lease Agreements stating that the construction of additional public school accommodation is dependent upon funding approval from the Ontario Ministry of Education, therefore the subject community may be designated as a "Holding Zone" by the Thames Valley District School Board and pupils may be assigned to existing schools as deemed necessary by the Board."

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

The Board regularly reviews accommodation conditions across all elementary and secondary schools and will provide updated comments as necessary.

Town of Tillsonburg Council

Town of Tillsonburg Council considered the applications for Official Plan Amendment, draft plan of subdivision, and application for zone change at their regular meeting of March 27, 2023. Town Council adopted resolutions supporting the proposed Official Plan Amendment and approved portions of the proposed zoning amendment, refusing the applicant's request to remove the maximum number of dwelling units per multiple unit dwelling for stacked townhouses or back-to-back townhouses.

Town Council adopted the following resolution with respect to the draft plan of subdivision:

THAT after consideration and due diligence by Council to citizen safety, traffic volumes and EMS access the Council of the Town of Tillsonburg recommends approval of draft plan of subdivision, File No. SB 22-01-7, submitted by Victoria Wood (Tillsonburg West GP) Inc, for lands legally described as Part of Lots 8 & 9, Concession 11 (Dereham) and Part of Lot 8, Concession 12 (Dereham), in the Town of Tillsonburg, subject to the conditions of draft approval as stated in staff report CP 2023-80 dated March 27, 2023 plus the addition of the following conditions are met and satisfied by Council;

THAT construction vehicles to enter into the proposed development from Concession Street West on to Street "A", with the intention to minimize disruption to current neighbourhoods and residents and that all in the vicinity be kept clean of construction material, garbage, debris, dirt, mud and gravel during construction for the safety of all citizens;

AND Due to the proximity of the Crosswalk located in front of Westfield School, Council directs that Esseltine Drive NOT be extended as a thru road due to safety and congestion in the area;

AND THAT Council recommends to straighten Street F to allow easier access for emergency medical services and that traffic calming measures be put in place to slow traffic on Street F;

AND THAT Council supports Dereham Drive and Grandview Drive be developed as through roads to access the proposed Development;

AND THAT Council recommends that as many large and existing trees as possible around the perimeter of the property be maintained and safe and free from demolition or root damage and that for every tree removed it be replaced on top of the 1 tree per lot requirement;

AND THAT Council directs that the access through point at Street "I" to Weston Drive be eliminated.

Planning Analysis

The subject applications for Official Plan amendment, draft plan of subdivision approval and zone change propose to facilitate the development of a residential plan of subdivision in the Town of Tillsonburg.

It is the opinion of staff that the proposal is consistent with the relevant policies of the Provincial Policy Statement. The proposed development promotes a mix of housing types and represents an efficient use of lands, municipal services and infrastructure within a designated settlement area, which is consistent with Sections 1.1.1, 1.1.3.1, 1.1.3.2, 1.1.3.3 and 1.4.3 of the PPS. The development also contributes to housing types and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

Transportation Impact Study

The applicant submitted a Transportation Impact Study (TIS) prepared by Paradigm Transportation Solutions. The study evaluated the impacts on the transportation network that could potentially result from the development of the subject lands and adjacent developments. The study indicates that the intersections within the study area currently operate within acceptable levels of service, but notes that in 2027, background traffic conditions related to the eastbound left-turn movement at the intersection of Broadway and Concession Street is forecast to operate with 95th percentile queues exceeding the available storage during the PM peak hour; and with the total traffic conditions in 2027 the queues will also exceed the available storage in the AM peak hour.

The study recommended the following intersection improvements:

- A northbound left-turn lane with 15 m of storage is warranted on Quarter Town Line at the intersection of Grandview Drive and at the intersection of Dereham Drive;
- Broadway and Concession Street
 - Signal timing optimization with eastbound left-turn advance phase and cycle length of 90 seconds
 - Increase eastbound left-turn lane storage to 50 m
 - Increase southbound left-turn lane storage to 55 m
- Quarter Town Line and Concession Street West
 - Addition of southbound left-turn lane with 15 m of storage
- Broadway and Baldwin St/Oxford St
 - Signal timing optimization and removal of the southbound left-turn advance phase during the AM peak hour

Based on the findings and conclusions of the study, it is anticipated that the proposed development can be accommodated within the Town's existing street and road network, with the addition of northbound left-turn lanes on Quarter Town Line at the intersection of Grandview Drive and the intersection of Dereham Drive. The other identified intersection improvements should also be implemented to address forecasted increased traffic movements within the Town. The Town Engineering Department concurs with the findings of the TIS and a proposed condition of approval has been included to ensure that the recommendations and findings of the study are appropriately implemented.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Environmental Impact Study

An Environmental Impact Study was submitted in support of the application for draft plan approval, as the subject lands contain significant woodlands and valleylands, and is within 50 m of fish habitat.

The EIS reviewed the 0.08 ha of woodland that is proposed to be removed as part of the stormwater management pond at the southern portion of the subject lands, as well as a 0.04 ha ravine/washout that is proposed to be removed and altered for residential use. The study also reviewed the existing hedgerow near the centre of the property that is proposed to be removed and determined that the hedgerow is primarily composed of staghorn sumac. A hedgerow along the northeastern boundary contains black walnut trees, up to 3 trees are proposed to be removed but the balance are proposed to be retained. Other hedgerows on the periphery of the subject lands are proposed to be retained as they allow for foraging and act as travel corridors for many species, including bats, and support four regionally rare plant species.

The EIS and the subsequent peer review included the following recommendations and mitigation measures to ensure there is a net environmental gain, as required by the Official Plan:

- Compensation for the 0.12 ha of natural heritage area proposed for removal;
- Tree protection plan be submitted with the detailed lot grading plan, depicting size, species and condition of trees to be removed and trees to be protected;
- Any fill piles should be placed outside of the breeding season (Late April-August) for Bank Swallows. Additional survey for nesting Bank Swallows shall be completed;
- Monitoring of Tree Health in the summer/ fall season for at least nine months following completion of construction to identify problems that may surface following construction;
- Inclusion of chain link fencing along rear lot lines adjacent to natural heritage features;
- Development of an educational homeowner brochure for lots backing onto the southern Natural Heritage feature and hedgerows.

Functional Servicing Report

In support of the subject applications, the applicant submitted a Functional Servicing Report prepared by CJD Consulting Engineers Limited. The report states that development of the subject property as an urban residential subdivision with full municipal and utility services is achievable, and that supporting municipal infrastructure in the Town of Tillsonburg is available to accommodate the expected growth.

Watermains are currently located to the north of the property on Concession Street West, to the east on Quarter Town Line, Weston Drive, and at Dereham Drive. There are five proposed connection points to the existing municipal watermain network to serve the proposed development.

Sanitary servicing is achievable and will occur through five proposed connections to the existing sanitary sewer network in the vicinity. The main sanitary sewers required to service the new development are present on Concession Street West, Quarter Town Line, Dereham Drive, Esseltine Drive and Weston Drive. All sanitary sewer servicing internal to the development will convey flows by gravity to their respective sanitary outlets.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Municipal storm sewers will be required to service the proposed residential development. Due to the topography of the lands, two stormwater management facilities are proposed on the subject lands. A detailed stormwater management report and modelling will be submitted to the Town through the detailed engineering design approval process.

Official Plan Amendment and Draft Plan of Subdivision

The proposed Official Plan Amendment will amend the size and location of the High and Medium Density Residential Areas on the northern portion of the subject lands, and will introduce a new Medium Density Residential Area, between Westfield Public School and the proposed park block.

Staff are of the opinion that the amended location and extent of the Medium and High Density Residential Areas is appropriate as these blocks are located in close proximity to Concession Street West, an arterial road, and are sufficiently large to accommodate a variety of future Medium and High Density dwelling types. The existing designations in this area have been in place since the adoption of the 1978 Official Plan for the Oxford Planning Area.

With respect to the additional Medium Density Residential Area proposed, Planning staff are of the opinion that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. This block will have direct access to Dereham Drive, which is a planned collector road that will extend from Quarter Town Line. The site is a reasonable distance from the planned High Density and Medium Density residential development proposed on the subject lands, and will abut the parkland block that is proposed for the plan of subdivision.

The proposed Medium Density Block will be appropriately buffered from low density residential development, can be adequately serviced, will have access to Esseltine Drive and Dereham Drive, and is sufficiently large to provide required parking and amenity areas.

With regard to the policies of Section 10.3 of the Official Plan (Plans of Subdivision and Condominium) which require the developer to address a series of standard review criteria concerning the adequacy of servicing, environmental impacts, cultural resources, transportation networks and integration with surrounding developments, staff note that the required studies and reports have been received and reviewed through this Office and the recommendations of these reports can be satisfactorily addressed through the inclusion of appropriate conditions of draft approval.

Town Council reviewed the proposed draft plan of subdivision and adopted a resolution supporting the plan, with requested modifications to eliminate the two southerly street connections at Esseltine Drive and Weston Drive/Baldwin Street that would exit through the adjacent Baldwin Place subdivision development and to revise the internal street layout to make 'Street F' a straight street, with appropriate traffic calming measures to be implemented.

The northern portion of the site has street connections to Concession Street West, Quarter Town Line through Grandview Drive and Dereham Drive. Dereham Drive is proposed to be added as an additional collector road as it was designed and constructed as a collector road and includes the appropriate underground servicing when it was constructed as part of the Westfield Public School site plan approval. Dereham Drive east of Quarter Town Line is identified as a collector road and the westerly portion is required to be extended through lands currently owned by the Thames Valley District School Board to service portions of the proposed development.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

The TVDSB has declared these lands as surplus and are in the process of disposing of the lands. It is expected that the required road ROW will be obtained through a future dedication, site plan approval, or severance of these lands.

With respect to the above noted revisions requested by Town Council, planning staff are of the opinion that that the street network and connections as proposed, are appropriate for the development of the lands and conform with the relevant policies of the Official Plan. Esseltine Drive and Weston Drive are identified as collector roads on Schedule "T-4" of the Official Plan and have an increased right-of-way width to accommodate future development, additional traffic and have watermain and sanitary sewer connections that are required for the proposed development. If these connections were eliminated, an estimated 240-360 residential units south of Dereham Drive would be dependent on a single access from Street F and, if this street were to be blocked or closed for any reason, access to a significant number of residential units would be compromised. Planning staff are of the opinion that without the access to Esseltine Drive and Weston Drive, the subdivision plan would require significant revisions to the subdivision design including revising the location of low and medium density blocks, the location of the parkland block, while still providing access to the services that are required at Esseltine Drive and Weston Drive.

The design and geometry of Street F was chosen to minimize through traffic and provide for traffic calming within the subdivision; if Street F were re-aligned to be straight with Street B this would create an approximately 1 km stretch of road from the north to the southern portion of the plan. Through consultation with Town staff, modifications were made to the original concept to provide for a more 'meandering' street layout to minimize straight stretches or roadway to discourage speeding within the subdivision. To address concerns relating to walkability, a condition of draft approval is proposed to require the inclusion of walkway blocks, from Esseltine Drive through to Street F, Street G, and Streets H and I to provide a more direct route for pedestrians from the southerly portion of the development to the park block.

As indicated, the applicant has not determined exact location and mix of dwelling types and has instead proposed residential blocks that would later be subdivided through applications for exemption to part lot control. The dwelling types and locations will be required to be determined before detailed engineering and servicing drawings are submitted to the Town and County for review and approval.

While the exact mix of residential units is not known at this time, there is a potential for up to 1113 residential units within the 34 residential blocks that are proposed. Based on the minimum and maximum density requirements, the high density block is expected to accommodate 202-355 residential units, and the medium density blocks are expected to accommodate 121-239 units. The minimum number of units that is proposed will meet the density targets for Medium and High Density Residential Areas, and the RM and RH zones contain maximum lot area per unit provisions to ensure the minimum density is maintained.

Within the low density residential area a mix of dwelling types is proposed, including single detached dwellings, semi-detached dwellings, and street fronting townhouse dwellings. Although at this time the net residential density is not known, the range of units proposed within the low density residential blocks will be within the range of required and permitted density for Low Density Residential areas. Planning staff are of the opinion that proposal is generally in-keeping with the Plan of Subdivision policies of Section 10.3.3, and the policies of the Low Density Residential

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

designation as the plan of subdivision will provide for a range of lot sizes and a mix of housing types that are integrated throughout the development while maintaining the required and permitted residential density, which is in keeping with low density residential policies.

Proposed Zoning

Town Council approved proposed zoning provisions in principle, save for the requested relief to the maximum number of units within a multiple unit dwelling.

Within the High and Medium density blocks, a number of non-residential uses are proposed, including a daycare, medical office, personal service establishment, convenience store, drug store, and eating establishment. While the Official Plan permits a number of neighbourhood serving uses within residential areas, Planning staff suggest that, in light of the strong policy direction in the Official Plan to direct retail uses and office uses to the Central Area, the proximity of the subject lands to the Central Area and the absence of detailed floor plans and unit sizes for the proposed non-residential uses, the proposed medical centre and drug store should not be approved at this time. The proposed convenience store, daycare, personal service establishment, and eating establishment uses (exclusive of a drive through) can be considered appropriate neighbourhood serving uses in the context of this development.

The requested zoning provisions for the street-fronting townhouse blocks in the RM and R3 zones will provide for increased building envelopes and smaller townhouse blocks and will reflect other recent townhouse developments in the Town within the past five years. The reduced exterior side yard width is not expected to impact traffic sightlines or safety as the lots will front on local streets. The reduced minimum lot area, lot frontage, interior side yard and increased lot coverage are reflective of the four unit street-fronting townhouse block design and appropriate private amenity space will remain available, and the proposed relief can be considered appropriate to facilitate the development of freehold townhouse blocks. The reduced lot frontage, lot area and interior side yard width will continue to allow for two parking spaces to be provided for each unit (one in the driveway and one within the private attached garage).

The requested zoning provisions for the single detached dwellings would permit a reduced lot frontage and area for corner lots, with larger frontages (12.2 m rather than 10.5 m) for lots that back onto the Baldwin Place development. Reduced front yard depths are also proposed, however, the setback of the attached garage and/or driveway will remain at 6 m to ensure that sufficient space remains to provide all required parking onsite. Staff note that this proposed setback is similar to the 1.5 m permitted projection that allows covered porches and verandas to be 4.5 m from the front lot line. It is recommended that the zoning provisions be clear that a further 1.5 m projection into the front yard is not permitted.

The development will be reviewed by Building staff for zoning compliance at the time of building permit submission. These requested provisions will facilitate the future creation of separate conveyable lots, which will be completed in an anticipated subsequent application for exemption from Part Lot Control.

Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023

Conclusions

Planning staff recommend that the applications be approved as submitted, notwithstanding the adopted resolution from Town Council. The stated intent of the requested modifications is to address concerns relating to citizen safety, traffic volumes and emergency services access, however staff suggest that the requested modifications would not address these concerns. The proposed street network within the plan of subdivision is comprised of 20 m and 22 m public right of ways which are common throughout the Town, including most, if not all of the new subdivisions being developed. No concerns were raised through the subdivision review and circulation process with respect to citizen safety or emergency services access by the Town's Fire and Rescue Services or the Oxford County OPP. The design of 'Street F' was specifically modified from the original design (as submitted by the applicant) to include more curved segments to reduce the length of straight segments to provide traffic calming effects while facilitating north-south access throughout the site. The design of the subdivision also provides five access points to disperse traffic and the higher density elements of the development are weighted significantly to the northern portion of the site, making it probable that the access to Esseltine Drive and Weston Drive will be used predominantly by the residents of the low density residential development in the immediate vicinity on Streets F, G, H and I. Removing the connections to Esseltine Drive and Weston Drive would redirect more traffic from the southerly portion of the subdivision to Dereham Drive, which is located directly beside Westfield Public School.

The proposed connections at Esseltine Drive and Weston Drive that are requested to be removed are collector roads, characterized by an increased 22 m ROW width. These collector roads, together with the connection to Baldwin Street, currently have sidewalks on both sides of the street in accordance with the design standards in the Town for collector roads to provide greater pedestrian safety.

With respect to the remainder of the resolution, Planning staff have incorporated the request for a construction access and route as proposed Condition No. 6, and the request for additional compensation for trees removed from hedgerows has been included as proposed Condition No. 7.

In light of the foregoing, Planning staff are satisfied that the proposed development, as submitted by the applicant, is consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives, objectives and policies of the Official Plan. As such, staff are satisfied that the applications can be given favourable consideration.

**Report No: CP 2023-112
COMMUNITY PLANNING
Council Date: April 12, 2023**

SIGNATURES

Report Author:

Original Signed By _____

Eric Gilbert, MCIP, RPP
Senior Planner

Departmental Approval:

Original Signed By _____

Gordon K. Hough, RPP
Director of Community Planning

Approved for submission:

Original Signed By _____

Benjamin R. Addley
Chief Administrative Officer

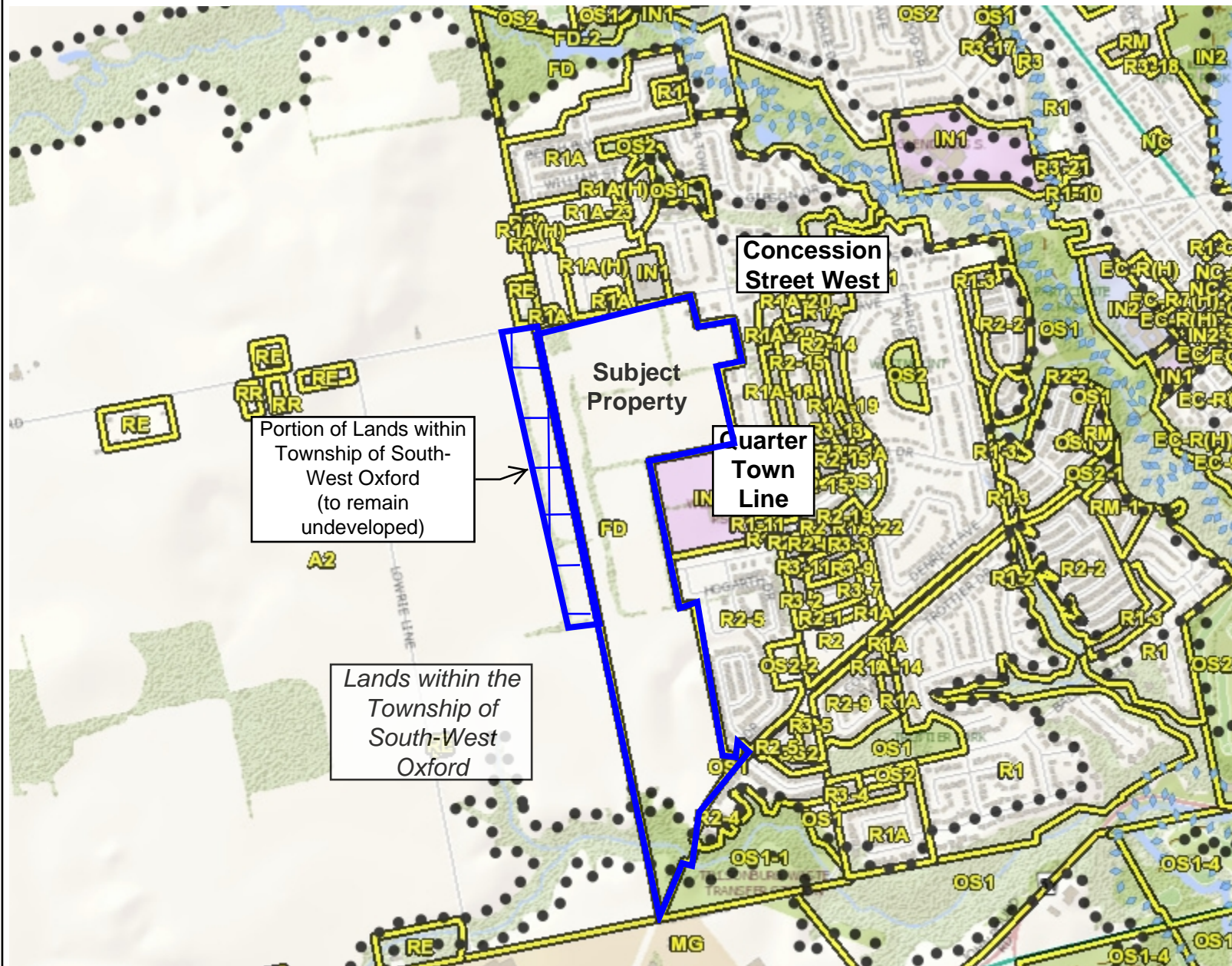
ATTACHMENTS

- Attachment 1 - Plate 1, Location Map with Existing Zoning
- Attachment 2 - Plate 2, 2020 Aerial Map
- Attachment 3 - Plate 3, Existing Official Plan Designations
- Attachment 4 - Plate 4, Proposed Draft Plan
- Attachment 5 - Public Comments
- Attachment 6 - Conditions of Draft Approval
- Attachment 7 - Official Plan Amendment No. 293



Plate 1: Location Map with Existing Zoning

File Nos: OP 22-11-7, SB 22-01-7 & ZN 7-22-05 - Victoria Wood Tillsonburg GP Inc.
Part Lots 8 & 9, Concession 11, Part Lot 8, Concession 12 (Dereham), Town of Tillsonburg



Portion of Lands within Township of South-West Oxford (to remain undeveloped)

Lands within the Township of South-West Oxford

Concession Street West

Quarter Town Line

Subject Property

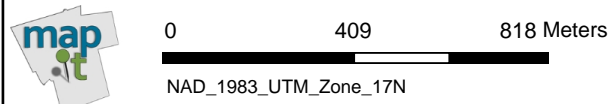
Legend

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



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

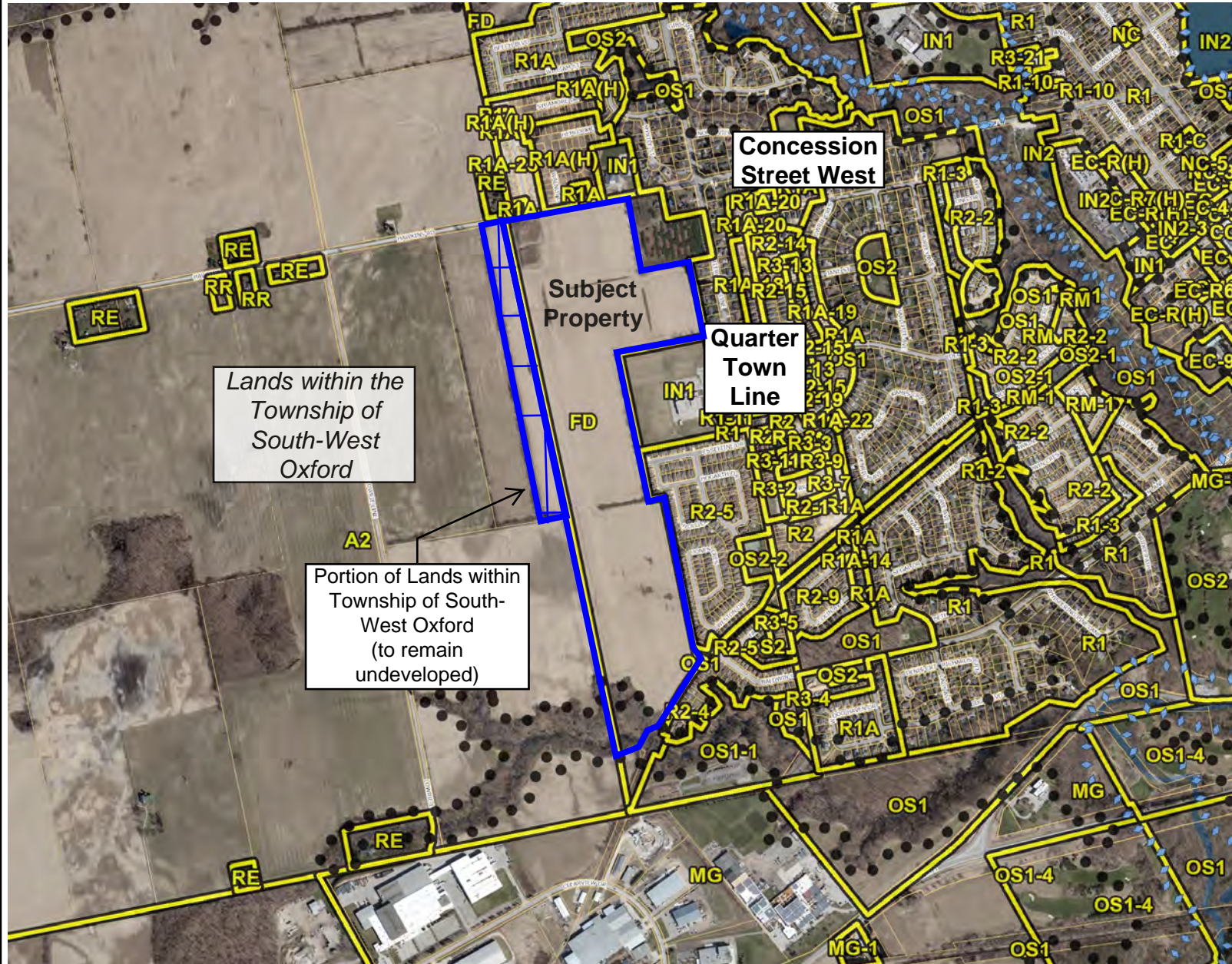
May 24, 2022



Plate 2: 2020 Aerial Map

File Nos: OP 22-11-7, SB 22-01-7 & ZN 7-22-05 - Victoria Wood Tillsonburg GP Inc.

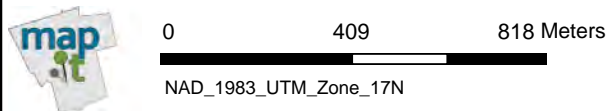
Part Lots 8 & 9, Concession 11, Part Lot 8, Concession 12 (Dereham), Town of Tillsonburg



Legend

- 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



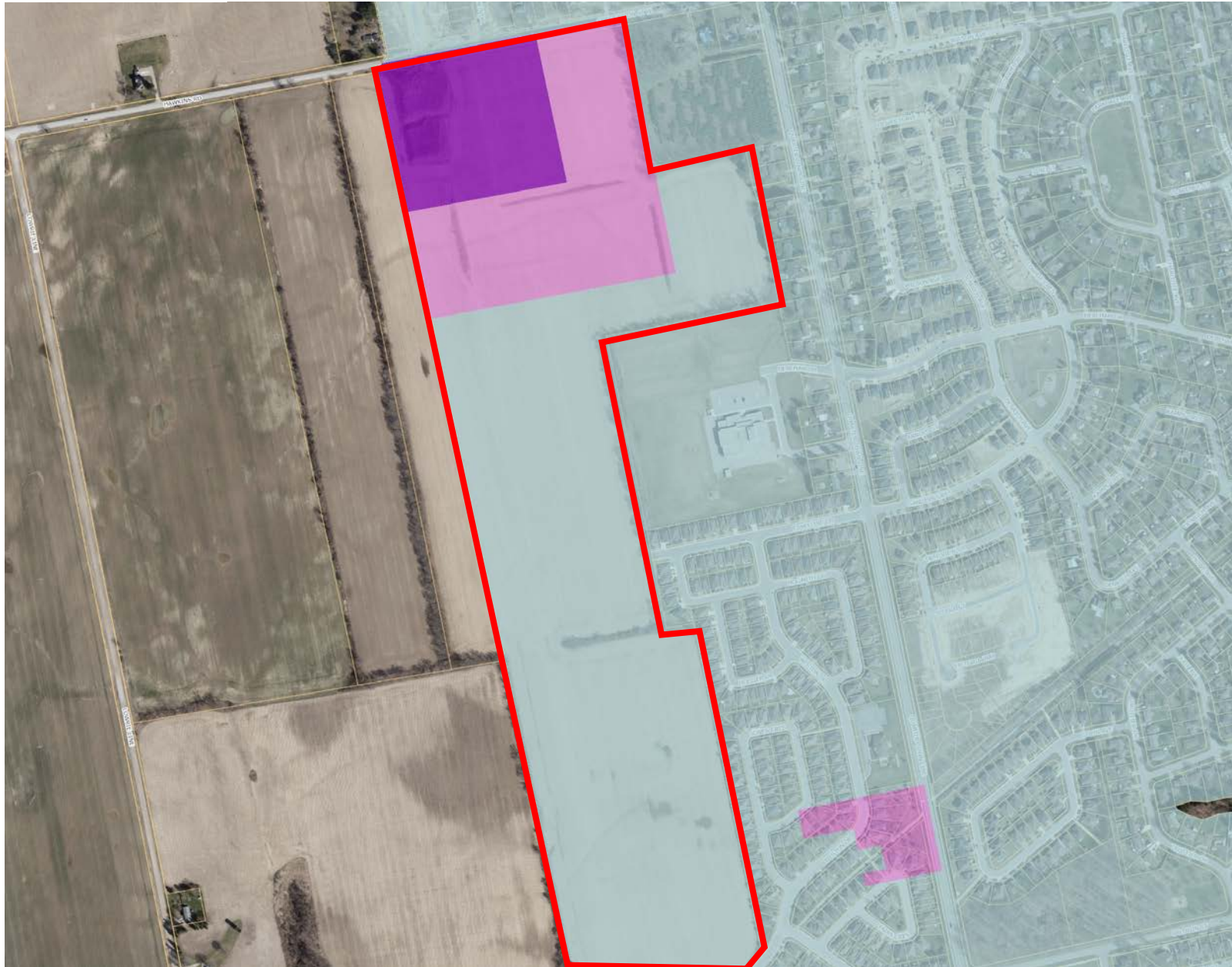
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

May 24, 2022



Plate 3: Existing Official Plan Designations

File Nos: OP 22-11-7, SB 22-01-7 & ZN 7-22-05 - Victoria Wood Tillsonburg GP Inc.
Part Lots 8 & 9, Concession 11, Part Lot 8, Concession 12 (Dereham), Town of Tillsonburg



Legend

- Residential Density
 - Low Density Residential
 - Medium Density Residential
 - High Density Residential
- Residential Reserve
- Heritage Residential
- Mobile Home Park

Notes



0 205 409 Meters

NAD_1983_UTM_Zone_17N



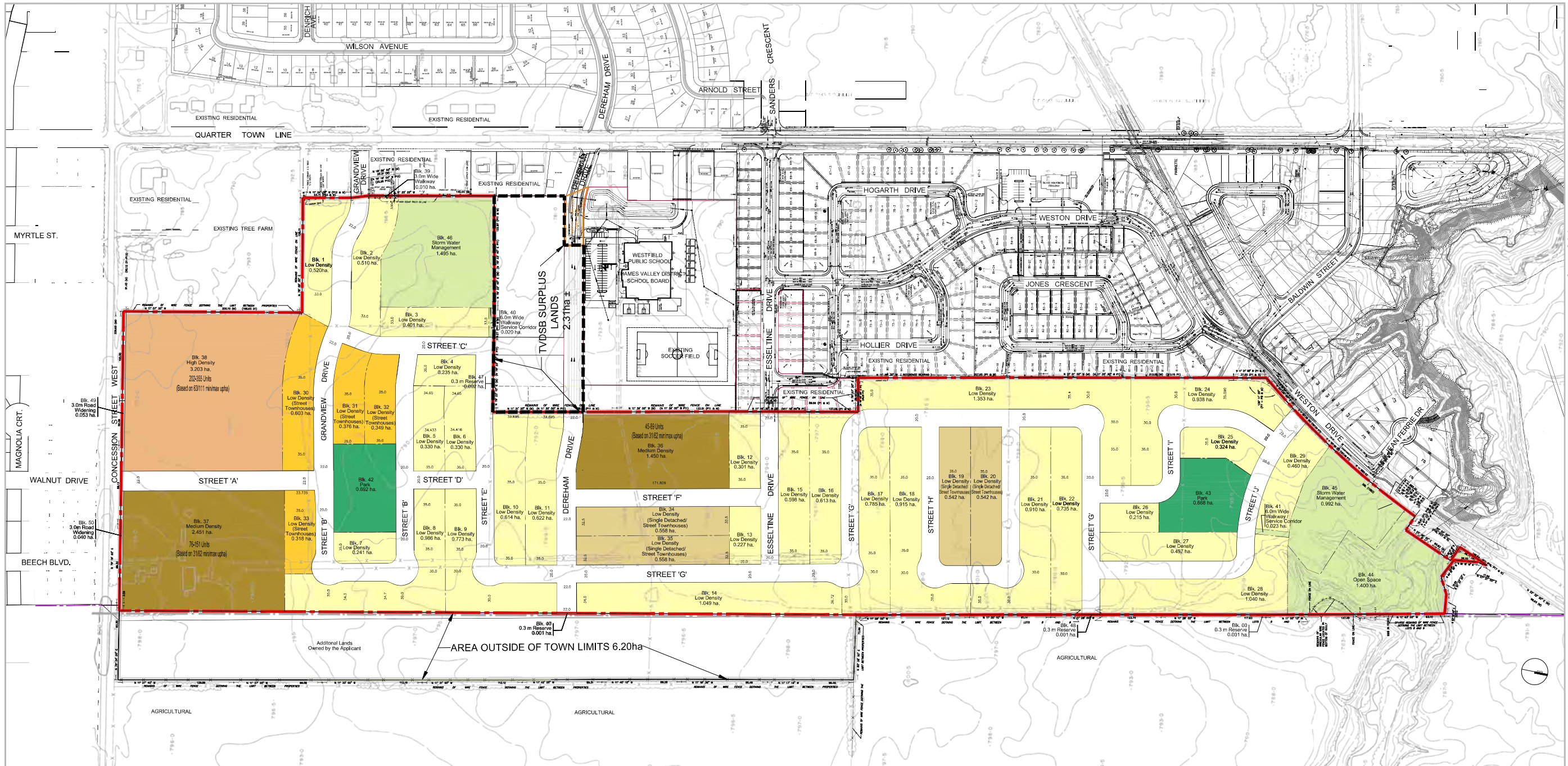
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

February 24, 2023

Plate 4: Proposed Draft Plan

File Nos: OP 22-11-7, SB 22-01-7 & ZN 7-22-05 - Victoria Wood Tillsonburg GP Inc.

Part Lots 8 & 9, Concession 11, Part Lot 8, Concession 12 (Dereham), Town of Tillsonburg



**PART OF LOTS 8 & 9, CONCESSION 11
PART OF LOT 8, CONCESSION 12
(GEOGRAPHIC TOWNSHIP OF DEREHAM)
MUNICIPALITY OF THE TOWNSHIP OF SOUTHWEST OXFORD
MUNICIPALITY OF THE TOWN OF TILLSBURG
COUNTY OF OXFORD**

Surveyor's Certificate:
I HEREBY AUTHORIZE MACKAUGHTON HERIMAN BRITTON CLARKSON PLANNING LIMITED TO SUBMIT THIS PLAN FOR APPROVAL.

DATE: _____
DRAWN BY: _____
CHECKED BY: _____

Surveyor's Certificate:
I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBMITTED ON THIS PLAN AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN.

DATE: _____
DRAWN BY: _____
CHECKED BY: _____

SCALE: 1:500

| Date | Revised | Revision | By |
|------|---------|----------|----|
| | | | |

Additional Information Required Under Section 5(1) of the Planning Act, R.S.O. 1990, c.213 as Amended:

| A. As Shown | B. As Shown | C. As Shown | D. As Shown | E. As Shown | F. As Shown |
|-------------|-------------|-------------|-------------|-------------|-------------|
| 1. As Shown | 2. As Shown | 3. As Shown | 4. As Shown | 5. As Shown | 6. As Shown |

| Description | Lots/Blocks | Units | Area (ha) |
|--|-------------|-----------------|---------------|
| Low Density Residential (Single Detached) | 1417-21-29 | 263/381 | 15,607 |
| Low Density Residential (Single Detached Street) | 19-20-24-25 | 50/90 | 2,900 |
| Low Density Residential (Street Townhouses) | 30-33 | 48/95 | 1,746 |
| Medium Density Residential | 35-37 | 121/242 | 3,001 |
| High Density Residential | 38 | 202/255 | 3,333 |
| Walkways | 39 | 0/0 | 101.0 |
| Walkways /Service Corridor | 40-41 | 0/0 | 0.543 |
| Park | 42-43 | 0/0 | 1,300 |
| Open Space | 44 | 0/0 | 1,400 |
| Storm Water Management | 45-46 | 0/0 | 2,487 |
| Open Reserves | 47-48 | 0/0 | 0.552 |
| Road Widening | 49-50 | 0/0 | 0.993 |
| Roads | | | 9.552 |
| Total | 50 | 714/1131 | 41,504 |

MHBC PLANNING URBAN DESIGN & LANDSCAPE ARCHITECTURE

SUBJECT TO THE CONDITIONS, IF ANY, SET FORTH IN OUR LATEST DRAFT PLAN. THIS DRAFT PLAN IS APPROVED UNDER SECTION 51 OF THE PLANNING ACT, 2022.

Date: March 30, 2022
File No: 21294 'A'
Plan Scale: 1:500
Drawn By: L.M.
Checked By: _____
PRELIMINARY DRAFT PLAN OF SUBDIVISION
Page No. 1 of 1
N:\21294\Draw\Plan\MHBC - PRELIM DRAFT PLAN - MARCH 30 2022.dwg

From: [Chris Julien](#)
To: [Planning](#)
Subject: OP 22-11-7, SB 22-01-7 & ZN 7-22-05
Date: July 29, 2022 3:13:22 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hello,

This concerns the planned development South of Concession Street West, near Beech Blvd.

Can you let me know how soon this area will start to be developed.

I'm very very disappointed with this very large development close to my home.

We moved to Tillsonburg because it's a small Town, and we were hoping that it will remain that way.

Now we are being notified of not only a large number of homes being added, but what makes it even worse, is the number of planned Townhouses, and worst of all, Apartment buildings.

I cannot believe such a large development is planned for such a beautiful small town. I just don't understand why small towns have to become bigger. Look at what has happened to once small towns like Cambridge and Milton, to name a few.

Very disappointed

Chris Julien
105 Beech Blvd. Tillsonburg

— [REDACTED] —

From: [Eric Gilbert](#)
To: [Planning](#)
Subject: FW: OP 22-11-7 , SN 22-01-7 & ZN 7-22-05
Date: September 26, 2022 3:01:00 PM

Eric Gilbert, MCIP RPP
Senior Planner| Community Planning
County of Oxford

From: Brian Graydon [REDACTED]
Sent: September 26, 2022 12:22 PM
To: Eric Gilbert <egilbert@oxfordcounty.ca>
Cc: graydon001@hotmail.com
Subject: OP 22-11-7 , SN 22-01-7 & ZN 7-22-05

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Eric,

As you and I discussed last week, myself and my wife (Betty Lou Graydon) own the abutting property (100acs)

west of the named application property. We do not object to the proposed application but have the following

requests regarding this development.

- 1). Street extensions to the westerly property boundary for the proposed Esseltine Drive, Street H, and Street J.
- 2). Service lines to be oversized and extended for water and sanitary supplies.
- 3). Boundary fencing to be erected before development begins.

Thanks for the opportunity to discuss these issues with you.

Regards
Brian Graydon
[REDACTED]

From: [Eric Gilbert](#)
To: [Planning](#)
Cc: [Andrea Sinclair](#)
Subject: Fwd: Victoria Wood proposed development
Date: March 14, 2023 4:53:43 PM

OP 22-11-7

Begin forwarded message:

From: Tanya Daniels
Date: March 14, 2023 at 4:09:23 PM EDT
To: Eric Gilbert
Subject: FW: Victoria Wood proposed development

Good afternoon,
 Communication for your planning file.
 Tanya
 Tanya Daniels
 Director of Corporate Services / Clerk

From: Dave Beres
Sent: Tuesday, March 14, 2023 3:59 PM
To: Tanya Daniels
Subject: FW: Victoria Wood proposed development
 Please forward to Planning
From: Lorne Drury [REDACTED] >
Sent: Sunday, March 12, 2023 11:07 AM
To: Deb Gilvesy <dgilvesy@tillsonburg.ca>; Dave Beres <DBeres@tillsonburg.ca>;
 Pete Luciani <pluciani@tillsonburg.ca>; Chris Parker <cparker@tillsonburg.ca>; Bob
 Parsons <bparsons@tillsonburg.ca>; Kelly Spencer <kspencer@tillsonburg.ca>
Subject: Victoria Wood proposed development
CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Re: Victoria Wood (Tillsonburg West) GP Inc. Development
 Application(s) For Official Plan Amendment,
 Draft Plan of Subdivision & Zone Change(s)

File Nos: OP 22-11-7, SB 22-010-7 & ZN 7-22-05

Re: Victoria Wood (Tillsonburg West) GP Inc. Development
 Good morning Mayor Gilvesy and councillors,
 As you are aware, Baldwin Place residents have major concerns with the proposed Victoria Wood development and its effect on our community.
 We, like others in Baldwin Place, purchased our home here because of the quality of life it would offer. In short, we wanted a quiet, safe environment in which to live out our retirement years.
 If this Victoria Wood application goes ahead as originally planned, our quiet, safe

lifestyle would be severely impacted. Our community would be overrun with hundreds if not thousands of vehicles each day when the new development is built out.

My wife and I live on Weston Drive and the new "Street J" that was included in the original proposal, would connect with Weston Drive directly in front of our home at 92 Weston. As I mentioned above, if this goes ahead we would be subject to hundreds of cars a day passing in front of our house, leading to both safety and noise concerns, not to mention the aggravation of all the headlights shining directly into our home at all hours of the day and night.

We ask that council consider our concerns and ensure that the new development does not have roads that connect in any way with Baldwin Place, and specifically on Weston Drive or Esseltine Drive. We also ask that the town maintains a greenbelt around Baldwin Place as it now has and that any housing abutting Baldwin Place is similar in design and construction.

Finally, we ask that when construction on the the new subdivision does occur, that all construction traffic is routed along Concession Street N. and not through Baldwin Place.

Thank you for listening to our concerns..... if this new development is allowed to proceed as planned, the integrity of Baldwin Place as we know it would be lost forever.

Regards

Lorne and Jackie Drury
92 Weston Drive

From: [Eric Gilbert](#)
To: [Planning](#)
Cc: [Andrea Sinclair](#)
Subject: Fwd: Proposed plans to develop the lands fronting the south side of Concession Street West, west side of Grandview Drive and Esseltine Drive, and northwest side of Weston Drive and are legally described as Part of Lots 8 & 9, Concession 11, Part Lot 8,...
Date: March 14, 2023 4:52:47 PM

Begin forwarded message:

From: Tanya Daniels
Date: March 14, 2023 at 3:55:40 PM EDT
To: Eric Gilbert
Subject: **FW: Proposed plans to develop the lands fronting the south side of Concession Street West, west side of Grandview Drive and Esseltine Drive, and northwest side of Weston Drive and are legally described as Part of Lots 8 & 9, Concession 11, Part Lot 8, Con**

Good afternoon,
Communication received for your planning file.
Tanya
Tanya Daniels
Director of Corporate Services / Clerk

From: Dave Beres
Sent: Tuesday, March 14, 2023 3:55 PM
To: Tanya Daniels
Subject: FW: Proposed plans to develop the lands fronting the south side of Concession Street West, west side of Grandview Drive and Esseltine Drive, and northwest side of Weston Drive and are legally described as Part of Lots 8 & 9, Concession 11, Part Lot 8, Con
Please Forward to Planning
From: M & D McCord <[REDACTED]>
Sent: Monday, March 13, 2023 5:06 PM
To: Councillors <councillors@tillsonburg.ca>
Subject: Proposed plans to develop the lands fronting the south side of Concession Street West, west side of Grandview Drive and Esseltine Drive, and northwest side of Weston Drive and are legally described as Part of Lots 8 & 9, Concession 11, Part Lot 8, Conc...
CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

To: Town of Tillsonburg - Mayor and Town Council
Application(s) For Official Plan Amendment,
Draft Plan of Subdivision & Zone Change(s)
File Nos: OP 22-11-7, SB 22-010-7 & ZN 7-22-05
Re: Victoria Wood (Tillsonburg West) GP Inc. Development
As a resident of the Baldwin Place Community I have grave concerns regarding the proposed

development plan including access roads to the subject lands through the community of Baldwin Place via an extension of Esseltine Drive and opening an access road on the southwest side of Weston Drive via Baldwin Street. The proposed roadways, connecting to existing Baldwin Place streets, create numerous Safety concerns for the residents of the Baldwin Place community. Baldwin Place is designated as an Adult Lifestyle Community and the existing road design limits volumes of traffic primarily to the local residents, visitors, and service vehicles, creating a quiet, safe environment for the senior population. The traffic study accompanying the development proposal forecasts a significant increase in vehicle traffic, negatively impacting the safety of the streets within and surrounding Baldwin Place. The increase in traffic volume will directly impact the Safety of our residents and the children attending Westfield Public School as seniors, children and others require additional time navigating roadways, sidewalks, and crosswalks.

1. We request that Esseltine Drive remains a permanently closed street at the western boundary of Baldwin Place.
2. We request a redesign of the southern access street (proposed as Street 'I') with no connection to Weston Drive, Jean Ferrie Court or Baldwin Street. We further request that no future street(s) connect to an existing Baldwin Place collector street.
3. We request the establishment of a greenbelt along the western boundaries of Baldwin Place and the proposed development, keeping all existing trees in the current greenbelt, and not permitting changes to the existing drainage system and swales.
4. We request that all new housing abutting Baldwin Place be zoned similar to existing Baldwin Place properties; Single Detached Dwellings (R2-4, R2-5 & R2-5(H)); Single story only; Maximum of 7.6 m in height. Refer to County of Oxford Official Plan, (sections 8.2 & 8.3)
5. We request that during construction of the proposed development, temporary access for construction vehicles not be permitted on any street within the Baldwin Place Community. All site storage, staging areas and temporary facilities should be located on the west side of the development and/or north of Esseltine Drive.

Therefore, we request that the concerns listed above be met and the Developer's proposals and plans be altered to maintain the safety and integrity of the Baldwin Place community and the surrounding residential areas.

Sincerely,

Mike and Diane McCord

35 Jones Cres.

Tillsonburg, ON

N4G 5X6

From: [Eric Gilbert](#)
To: [Planning](#)
Cc: [Andrea Sinclair](#)
Subject: Fwd: Proposed development West of Baldwin Place, Tillsonburg
Date: March 14, 2023 4:53:12 PM

OP 22-11-7

Begin forwarded message:

From: Tanya Daniels
Date: March 14, 2023 at 4:09:03 PM EDT
To: Eric Gilbert
Subject: FW: Proposed development West of Baldwin Place, Tillsonburg

Good afternoon,
Communication for your planning file.

Tanya
Tanya Daniels
Director of Corporate Services / Clerk

From: Dave Beres
Sent: Tuesday, March 14, 2023 3:58 PM
To: Tanya Daniels
Subject: FW: Proposed development West of Baldwin Place, Tillsonburg
Please forward to Planning

From: P & E Buckley [REDACTED] >
Sent: Monday, March 13, 2023 12:32 PM
To: Deb Gilvesy <dgilvesy@tillsonburg.ca>; Dave Beres <DBeres@tillsonburg.ca>;
Pete Luciani <pluciani@tillsonburg.ca>; Chris Parker <cparker@tillsonburg.ca>; Bob
Parsons <bparsons@tillsonburg.ca>; Kelly Spencer <kspencer@tillsonburg.ca>
Subject: Proposed development West of Baldwin Place, Tillsonburg
**CAUTION: This email originated from outside your organization. Exercise
caution when opening attachments or on clicking links from unknown
senders.**

Elaine and Peter Buckley

55 Hogarth Drive, Tillsonburg

905 637 3961

Dear Councilor,

We are writing to you in response to the proposed plans to develop the lands
fronting the south side of Concession Street West,
west side of Grandview Drive and Esseltine Drive, and northwest side of Weston
Drive and are legally described as Part

of Lots 8 & 9, Concession 11, Part Lot 8, Concession 12 (Dereham) in the Town of Tillsonburg.

The proposed development plan includes access roads to the subject lands through the community of Baldwin Place via an extension of Esseltine Drive and opening an access road on the southwest side of Weston Drive via Baldwin Street.

The proposed roadways connecting to existing Baldwin Place streets create numerous Safety concerns for the residents of the Baldwin Place community. Baldwin Place is designated as an Adult Lifestyle Community and the existing road design limits volumes of traffic primarily to the local residents, visitors, and service vehicles, creating a quiet, safe environment for the senior population. The traffic study accompanying the development proposal forecasts a significant increase in vehicle traffic, negatively impacting the safety of the streets within and surrounding Baldwin Place. The increase in traffic volume will directly impact the Safety of our residents and the children attending Westfield Public School, as seniors and children require additional time navigating roadways, sidewalks, and crosswalks.

1. We request that Esseltine Drive remains a permanently closed street at the western boundary of Baldwin Place.
2. We request a redesign of the southern access street (proposed as Street 'I'). We further request that no future street(s) connect to an existing Baldwin Place street.
3. We request the establishment of a greenbelt along the western boundaries of Baldwin Place and the proposed development, keeping all existing trees in the current greenbelt, and not permitting changes to the existing drainage system and swales.
4. We request that all new housing abutting Baldwin Place be zoned similar to existing Baldwin Place properties; Single Detached Dwellings (R2-4, R2-5 & R2-5(H)); Single story only; Maximum of 7.6 m in height. Refer to County of Oxford Official Plan, (sections 8.2 & 8.3)
5. We request that during construction of the proposed development, temporary access for construction vehicles not be permitted on any street within Baldwin Place. All site storage, staging areas and temporary facilities should be located on the west side of the development and/or north of Esseltine Drive.

We therefore strongly request that all concerns listed above be met and the Developer's proposals and plans be altered to maintain the safety and integrity of the Baldwin Place community and the surrounding residential areas.

Yours Truly

Elaine and Peter Buckley

October 3, 2022

Eric Gilbert

Senior Planner

As per our telephone conversation of September 19, I am addressing in writing some of my concerns regarding the Application for development of Part of Lots 8 & 9, Concession 11, Part of Lot 8, Concessions 12 (Dereham), in the Town of Tillsonburg.

My wife and I (Sibylle DiLella) represent Regine and Doug Ross of 151 Concession St West. In our discussion, I identified three issues of concern as it relates to the proximity of this development in relation to the west and south property boundaries of the Ross property. Along these two property lines are a row of mature trees, some of which are just inside the property line, some falling in the middle of the property line and some just outside the property line. It is obviously our desire to maintain all these trees; however, I do realize that this may not be possible. We would like to request that a discussion with the owner (Victoria Wood GP Inc.) and ourselves be arranged prior to the commencement of development in the proximity of these two property lines. We would expect and insist that any tree that lies fully on the Ross property remain standing with the exception for allowances of branches that may overhang the lands to be developed as per county guidelines. A discussion and plan of the remaining trees is requested. My second topic was of the type of fencing to be erected along these property lines. I fully understand that the type of fencing is reflective of the location of the remaining trees which line the property. We would also like a discussion regarding this item as well. Lastly, I would like to provide some input in regards to the dedicated parkland allotted. I do understand from our discussion that a revision of the parkland will be presented in a new plan draft later this fall. Eric I believe that you mentioned 5% must be reserved. I was expecting more. I am disappointed in the fact that parks and green space is rapidly disappearing in the Town of Tillsonburg. I have lived here for over 30 years, our residential area and population have increased substantially and green space in relation has declined. Although I am receptive to new residential developments, I am saddened to see trees and green space disappear. I am sure that you and Town council are well aware of what I am presenting. We, my wife and I have created our own green space of approximately 2.5 hectares through a trees Ontario grant. We maintain this ongoing and wish to preserve it for future generations. Preservation of green space is of great importance to us and should be for the entire Tillsonburg community. Please pass this letter on to the owners Victoria Wood and anyone involved in the development process of these lands.

Thank-you

Stephen and Sibylle DiLella

147 Concession St West

Tillsonburg, Ontario





SHAPING GREAT COMMUNITIES

March 24th, 2023

File No. 20320

Clerk's Department
 Town of Tillsonburg
 200 Broadway Street
 Tillsonburg, ON
 N4G 5A8

(via e-mail)

Attn: Mayor Gilvesy and Members of Council

Dear Mayor and Members of Council:

**Re: Input into Victoria Wood (Tillsonburg-West) GP Inc.
 Draft Plan of Subdivision SB 22-01-7**

GSP Group ("GSP") is the planning consultant on behalf of Mr. and Mrs. Brian Graydon, owners of the property located at 352020 Lowrie Line. I am writing regarding a proposed residential development by Victoria Wood (Tillsonburg-West) GP Inc. by plan of subdivision (SB 22-01-7). We understand that the subdivision application is proceeding to a Public Meeting on Monday, March 27, 2023 in the Council Chambers of the Town of Tillsonburg. The Graydons own approximately 40 hectares (100 ac.) immediately west of the proposed development. The following are our comments:

1. We are not opposed to the residential development and have no concerns with the land uses proposed.
2. It is acknowledged and we appreciate that notwithstanding that the Urban Settlement Area boundary is coincident with the westerly limits of the plan of subdivision that it is anticipated at some time in the future that the urban boundary may be amended to bring the lands to the west within the settlement area for future urban uses as an expansion of the Town of Tillsonburg. This is acknowledged in the subdivision design with two road stubs (Dereham Drive and Street "G") terminating at the westerly boundary of the subdivision.
3. Notwithstanding this, we believe that two additional road stubs extending to the westerly limits of the subdivision would be appropriate to provide for good land use planning.

The reasons for our request for the extension of two additional road stubs to the west at Streets "G" and "I" are as follows:

1. Quarter Town Line was once the settlement boundary for the Town of Tillsonburg. When the Baldwin subdivision was developing to the west of Quarter Town Line, a total of four road stubs

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

72 Victoria St. S., Suite 201, Kitchener, ON, N2G 4Y9
 162 Locke St. S., Suite 200, Hamilton, ON, L8P 4A9
gspgroup.ca

were provided for future development. The Victoria Wood's subdivision extends those four road stubs at Grandview Drive, Dereham Drive, Esseltine Drive and Street "J" intersection with Weston Drive. Those road extensions provide for proper community connectivity.

2. The requested additional road connections will provide for greater community connectivity to the Westfield Public School, the Recreation Centre, Parks and broader community facilities.
3. The Victoria Wood's landholdings extend from Concession Street to Pressey Road a distance of approximately 1.5 kilometres. The two proposed road stubs at Dereham Drive and Street "G" are approximately 0.5 kilometres south of Concession and 0.5 kilometres north of Pressey, respectively. Therefore, there is a gap of approximately 0.5 kilometres between those two internal road stubs. Most residential developments in Tillsonburg have road connections every 0.25 kilometres to provide for greater vehicular and pedestrian connectivity.

For these reasons, we respectfully request the Tillsonburg Council and the County of Oxford ask for a modification to the Victoria Wood's subdivision as follows:

- (1) To add road stubs at Streets "G" and "I"; and
- (2) Impose a condition requiring a chain-link fence for all lots backing onto the west boundary of the subdivision. This will provide for proper community connectivity, should the lands to the west become part of a future urban settlement area expansion. In the interim, the fence will provide some security to the farm operations and future residents.

If you require any further information in advance of the meeting, please do not hesitate to contact me.

Sincerely,
GSP Group Inc.

A handwritten signature in black ink that reads "Chris Pidgeon". The signature is written in a cursive, flowing style.

Chris Pidgeon, MCIP, RPP
Principal Planner

c.c. Mr. and Mrs. Graydon

Schedule "A"
To Report No. CP 2023-112

CONDITIONS OF DRAFT APPROVAL –
SB 22-01-7 – Victoria Wood (Tillsonburg West) GP Inc.

1. This approval applies to the draft plan of subdivision submitted by Victoria Wood (Tillsonburg West GP) Inc, (SB 22-01-7) and prepared by MHBC Planning Consultants, as shown on Plate 4 of Report No. CP 2023-112 and comprising Part of Lots 8 & 9, Concession 11 (Dereham) and Part of Lot 8, Concession 12 (Dereham), in the Town of Tillsonburg, subject to the following modification:
 - i. Inclusion of 3 m walkway blocks through Blocks 14 & 15 and Blocks 18 & 19 to provide pedestrian connection between Streets F & G, to the satisfaction of the Town of Tillsonburg.
2. The Owner shall enter into a subdivision agreement with the Town of Tillsonburg and County of Oxford.
3. The Owner agrees in writing, to install fencing as may be required by the Town, to the satisfaction of the Town of Tillsonburg.
4. The Owner agrees in writing, to satisfy all requirements, financial and otherwise, of the Town regarding construction of roads, installation of services, including water, sewer, electrical distribution systems, sidewalks, street lights, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with the standards of the Town, to the satisfaction of the Town of Tillsonburg.
5. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, a grading plan, servicing plan, hydro and street lighting plan, and erosion and siltation control plan, along with reports as required, be reviewed and approved by the Town, and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports, to the satisfaction of the Town of Tillsonburg.
6. The Owner shall agree to provide appropriate construction entrances and direct construction traffic on approved routes to locations as approved by the Town of Tillsonburg.
7. The Owner shall make best efforts to retain as many large and existing trees as possible around the perimeter of the property and protect them from construction impacts and root damage. The Owner shall provide compensation to the Town for every tree removed.
8. The road allowances included in the draft plan of subdivision shall be dedicated as public highways, to the satisfaction of the Town of Tillsonburg.
9. The streets included in the draft plan of subdivision shall be named, to the satisfaction of the Town of Tillsonburg.

10. The subdivision agreement shall contain provisions requiring the Owner provide an overall Landscaping Plan, prepared by a Landscape Architect, depicting at least one (1) tree per lot, in accordance with Tillsonburg's Design Guidelines. The Town shall approve the species of tree to be planted.
11. The Owner shall dedicate Block 39 as a parkland block to the Town of Tillsonburg, free and clear of all liens and encumbrances, in a suitable condition, to the satisfaction of the Town of Tillsonburg.
12. Prior to the approval of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the Town's Zoning By-law. Certification of lot areas, frontages, and depths shall be provided to the Town by an Ontario Land Surveyor retained by the Owner, to the satisfaction of the Town of Tillsonburg.
13. Prior to the approval of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the Town of Tillsonburg and County of Oxford.
14. Prior to the approval of the final plan by the County, such easements as may be required for utility and drainage purposes shall be granted to the appropriate authority, to the satisfaction of the Town of Tillsonburg and County of Oxford Public Works.
15. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Transportation Impact Study prepared by Paradigm Transportation Solutions Limited, April 2022. This will be completed to the satisfaction of the Town of Tillsonburg and the County of Oxford.
16. The Owner agrees in writing, to follow and implement all recommendations contained in the Geotechnical and Slope Stability Report, prepared by EXP Services Inc., dated February 2023, to the satisfaction of the Town of Tillsonburg and County of Oxford.
17. The Owner agrees in writing to implement all recommendations, mitigation measures, monitoring programs contained in the Environmental Impact Study, prepared by Vroom & Leonard, dated February 2023, to the satisfaction of the Town of Tillsonburg and County of Oxford. Specifically, this includes:
 - a. Compensation for the 0.12 ha of natural heritage area proposed for removal;
 - b. Tree protection plan be submitted with the detailed lot grading plan, depicting size, species and condition of trees to be removed and trees to be protected;
 - c. Any fill piles should be placed outside of the breeding season (Late April-August) for Bank Swallows. Additional survey for nesting Bank Swallows shall be completed;
 - d. Monitoring of Tree Health in the summer/ fall season for at least nine months following completion of construction to identify problems that may surface following construction;
 - e. Inclusion of chain link fencing along rear lot lines adjacent to natural heritage features;
 - f. Development of an educational homeowner brochure for lots backing onto the southern Natural Heritage feature and hedgerows.

18. The Owner agrees in writing, to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision, to the satisfaction of County of Oxford Public Works.
19. The subdivision agreement shall make provision for the assumption and operation of the water and sewage system within the draft plan of subdivision by the County of Oxford, to the satisfaction of County of Oxford Public Works. A CAD file of the watermain layout for the entire development showing the water main location, hydrants, valves, street and lot fabrics will be required so that it can be integrated into the County's water modeling.
20. The Owner agrees in writing, to prepare and submit for approval from County of Oxford Public Works, detailed servicing plans designed in accordance with the County Design Guidelines, to the satisfaction of County of Oxford Public Works.
21. Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Tillsonburg water and sanitary sewer systems to service the plan of subdivision. Confirmation shall be given in accordance with the "Protocol for Allocation of Water and Sewage Capacity for Development".
22. The Owner agrees that prior to registration of each phase of development, the Owner shall demonstrate to the satisfaction of the County of Oxford that each phase shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.
23. The Owner shall acknowledge that the proposed Phases 6, 7 & 8 will not advance unless and adequate watermain loop is installed to ensure security of water supply. The water supplying these phases may not enter solely from Weston Drive.
24. Prior to the signing of the final plan by the County of Oxford, the owner shall submit an archaeological assessment of the subject property and mitigate, through preservation or resources removal and documentation, adverse impacts to any significant archaeological resources found. No grading or other soil disturbances shall take place on the subject property prior to the issuance of a clearance letter by the Ministry of Culture confirming that all archaeological resource concerns have met licensing and resource conservation requirements.
25. The subdivision agreement shall contain a provision directing the owner and all future owners of properties within the draft plan to include the following environmental warning clause in all purchase and sale agreements:

"Purchasers are advised that dust, odour, noise and other emissions from normal agricultural activities conducted in the periphery of the subject lands, in the Township of South-West Oxford, may be of concern and may interfere with some residential activities".

26. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Canada Post Corporation with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.
27. Prior to the approval of the final plan by the County, the Owner shall agree in writing, to satisfy the requirements of Enbridge Gas that the Owner/developer provide Enbridge Gas Limited with the necessary easements and/or agreements required for the provisions of gas services, to the satisfaction of Enbridge Gas Limited.
28. Prior to the approval of the final plan by the County, the Owners shall secure clearance from the Long Point Region Conservation Authority (LPRCA), indicating that final lot grading plans, soil conservation plan, and stormwater management plans have been completed to their satisfaction.
29. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by the Town of Tillsonburg that Conditions 2 to 18 (inclusive), have been met to the satisfaction of the Town. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
30. Prior to the approval of the final plan by the County, the Owner shall secure clearance from the County of Oxford Public Works Department that Conditions 14 to 24 (inclusive), have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
31. Prior to the approval of the final plan by the County, the Owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.
32. This plan of subdivision shall be registered on or before April 12, 2026, after which time this draft approval shall lapse unless an extension is authorized by the County of Oxford.

THE COUNTY OF OXFORD

BY-LAW NO. **6531-2023**

BEING a By-Law to adopt Amendment Number 293 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 293 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 293 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

| | |
|--------------|--------|
| MARCUS RYAN, | WARDEN |
|--------------|--------|

| | |
|------------------|-------|
| CHLOÉ J. SENIOR, | CLERK |
|------------------|-------|

AMENDMENT NUMBER 293
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following text, and schedules designated as Schedule "A", attached hereto, constitutes
Amendment Number 293 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend the present extent and location of the existing High and Medium Density Residential designations as shown on Schedule “T-2,” Town of Tillsonburg Residential Density Plan. The OPA will also identify the proposed neighbourhood park within the plan of subdivision on Schedule “T-3”, Town of Tillsonburg Leisure Resources and School Facilities Plan, and depict the proposed collector road, Dereham Drive, on ‘Schedule “T-4”, Town of Tillsonburg Transportation Network Plan.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 8 & 9, Concession 11, and Part of Lot 8, Concession 12, in the Town of Tillsonburg. The lands are located on the south side of Concession Street West, west of Quarter Town Line. The lands do not currently have a civic address.

3.0 BASIS FOR THE AMENDMENT

The amendment has been initiated to amend the location and extent of the current High Density Residential Area, Medium Density Residential Area, and to designate an additional Medium Density Residential Area as part of a residential draft plan of subdivision.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

Council is also satisfied that the amended location and extent of the Medium and High Density Residential Areas is appropriate as these blocks are located in close proximity to Concession St W, an arterial road, and are sufficiently large to accommodate a variety of future Medium and High Density dwelling types. The designations in this area have been in place since the adoption of the 1978 Official Plan for the Oxford Planning Area.

With respect to the additional Medium Density Residential Area proposed, Council has determined that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. This block will have direct access to Dereham Drive, which is a planned collector road that will extend from Quarter Town Line. The site is a reasonable distance from the planned High Density and Medium Density residential development proposed on the subject lands, and will abut the parkland block that is proposed for the plan of subdivision. The proposed Medium Density Block will be appropriately buffered from low density residential development, can be adequately serviced, will have access to Esseltine Drive and Dereham Drive, and is sufficiently large to provide required parking and amenity areas.

Council is also satisfied that the proposed amendment to the Official Plan to accommodate the residential development of the subject lands generally complies with the relevant policies of the Official Plan as it pertains to low, medium and high density residential development in the Town of Tillsonburg.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule “T-1” – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Open Space”.
- 4.2 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.3 That Schedule T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Low Density Residential”.
- 4.4 That Schedule T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 3” on Schedule “A” attached hereto as “Low Density Residential”.
- 4.5 That Schedule T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 4” on Schedule “A” attached hereto as “High Density Residential”.
- 4.6 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 5” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.7 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by removing the neighbourhood park symbol identified as “ITEM 6” on Schedule “A” attached hereto.
- 4.8 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by adding the neighbourhood park symbol identified as “ITEM 7” on Schedule “A” attached hereto.
- 4.9 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Open Space”.
- 4.10 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by adding the neighbourhood park symbol identified as “ITEM 2” on Schedule “A” attached hereto.
- 4.11 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by deleting the neighbourhood park symbol identified as “ITEM 3” on Schedule “A” attached hereto.

- 4.12 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the collector roads identified as “ITEM 1” on Schedule “A” attached hereto.
- 4.13 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by removing the collector roads identified as “ITEM 2” on Schedule “A” attached hereto.
- 4.14 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by changing the planned collector roads identified as “ITEM 3” on Schedule “A” attached hereto to collector road.

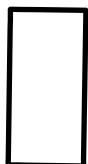
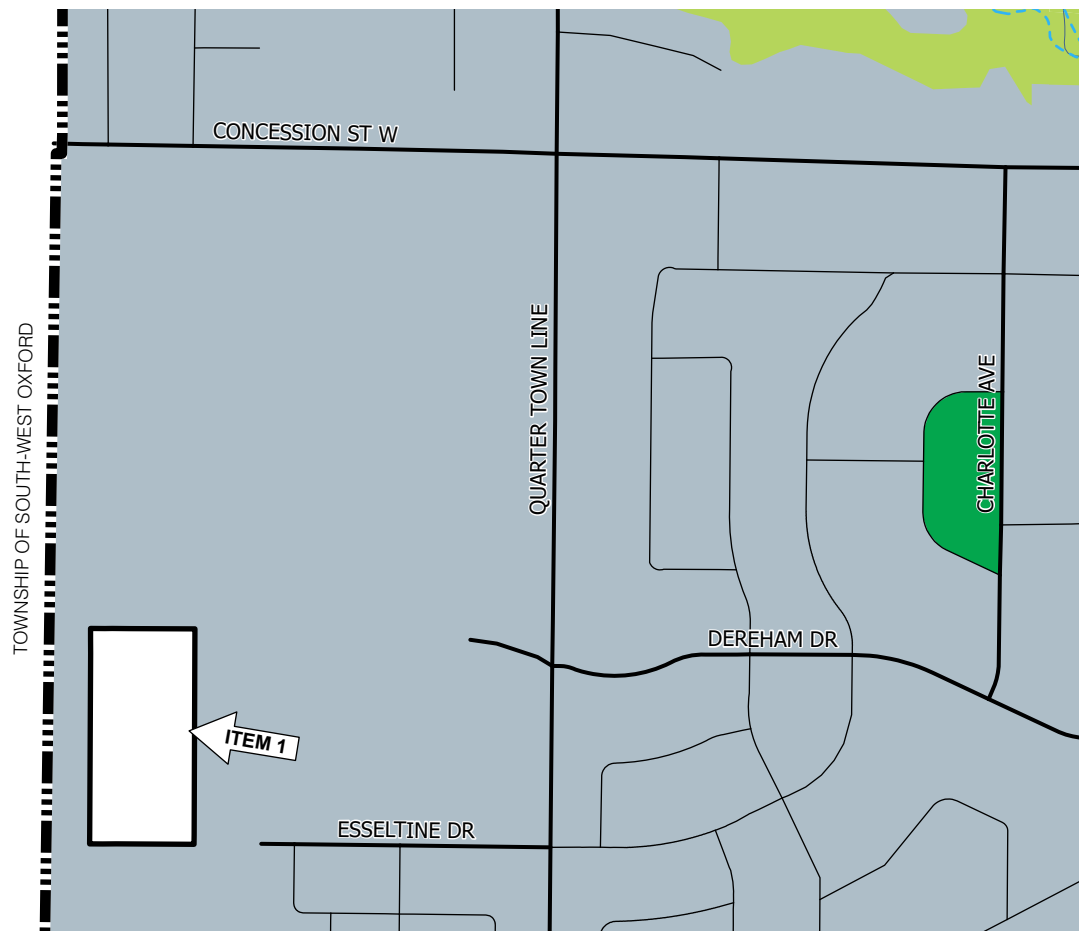
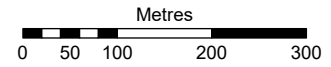
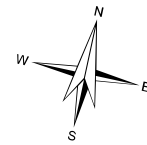
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.





SCHEDULE "A"
AMENDMENT No. 293
TO THE
**COUNTY OF OXFORD
OFFICIAL PLAN**
SCHEDULE "T-1"
**TOWN OF TILLSONBURG
LAND USE PLAN**



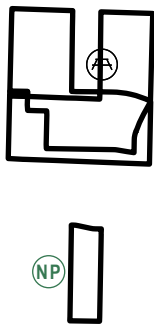
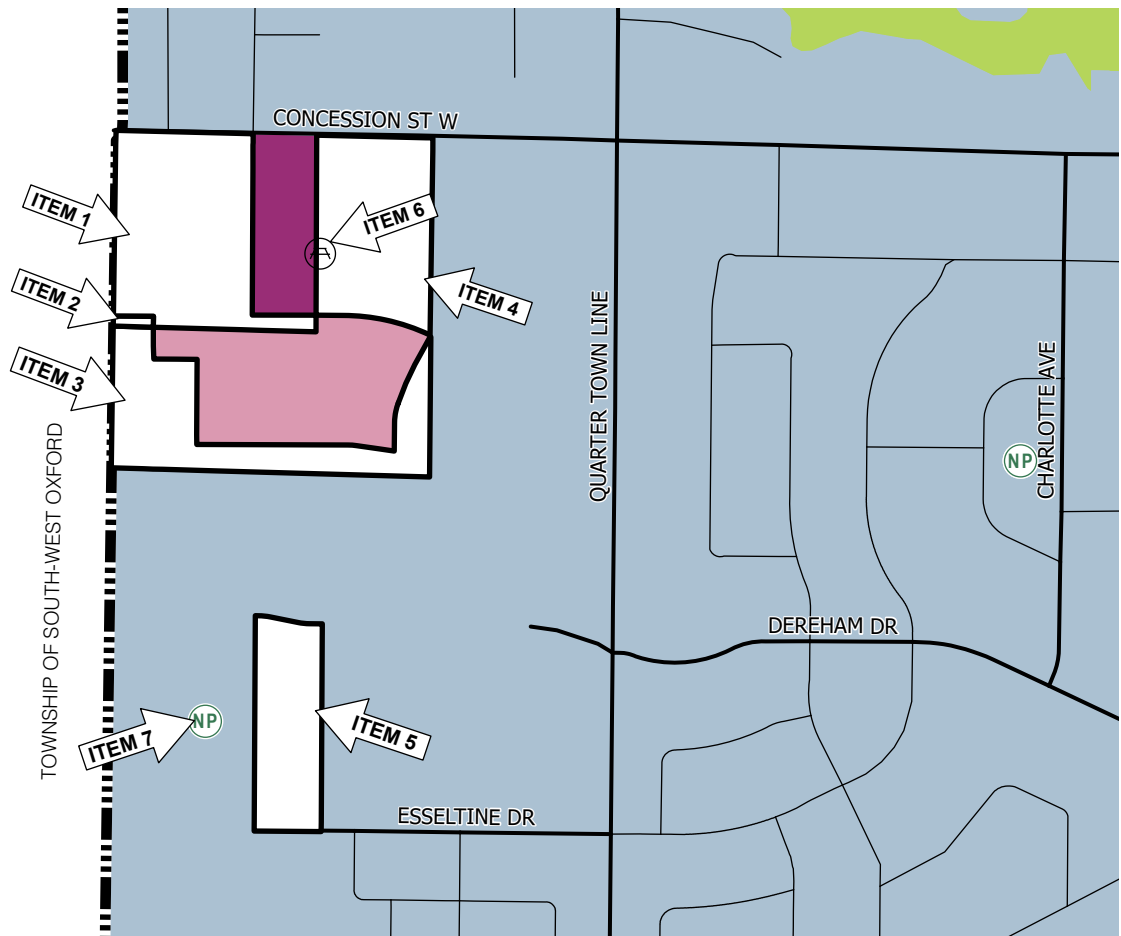
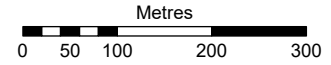
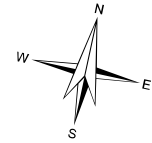
- AREA OF THIS AMENDMENT

ITEM 1 - ADD TO OPEN SPACE

**LAND USE PLAN
LEGEND**

-  RESIDENTIAL
-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 293
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



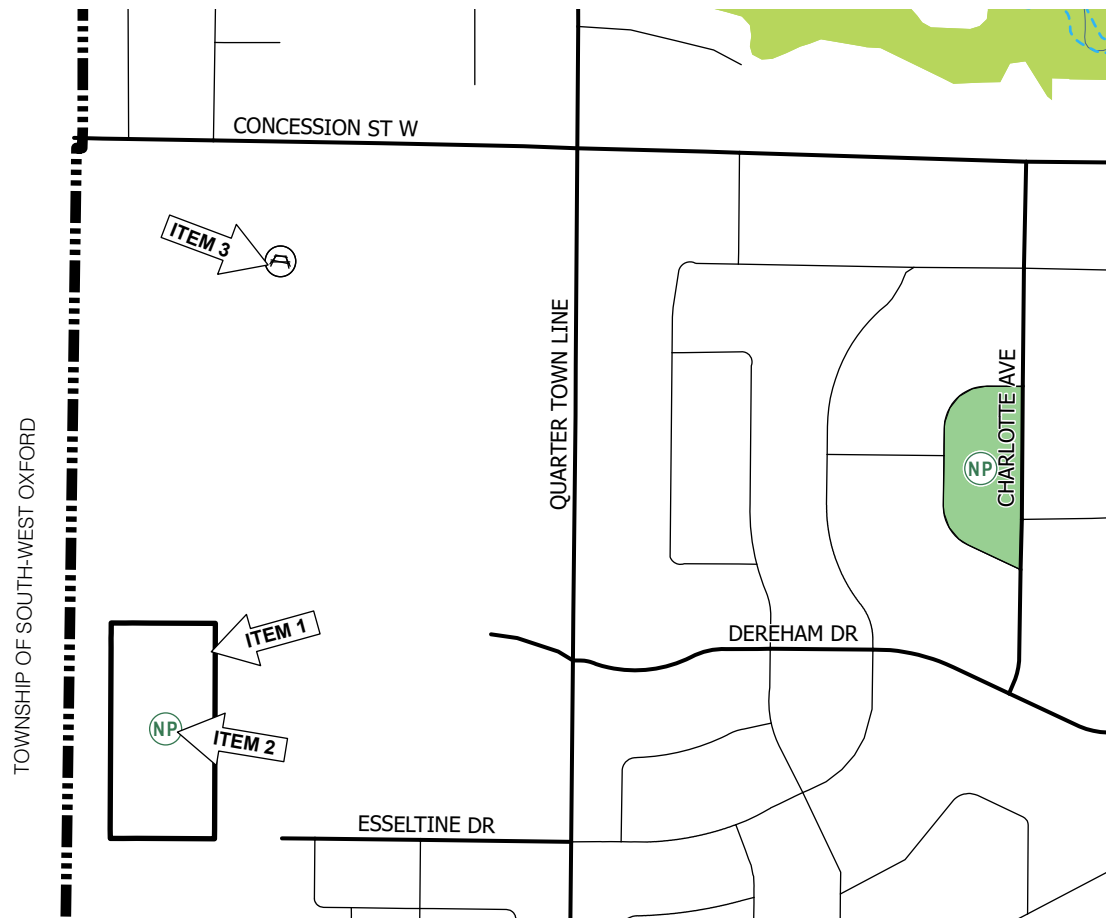
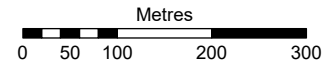
- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM HIGH DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL
- ITEM 2 - CHANGE FROM HIGH DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL
- ITEM 3 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL
- ITEM 4 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL
- ITEM 5 - CHANGE FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL
- ITEM 6 - REMOVE PROPOSED PARK
- ITEM 7 - ADD NEIGHBOURHOOD PARK

RESIDENTIAL DENSITY PLAN LEGEND

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- PROPOSED PARK

SCHEDULE "A"
 AMENDMENT No. 293
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-3"
TOWN OF TILLSONBURG
LEISURE RESOURCES AND SCHOOL FACILITIES PLAN



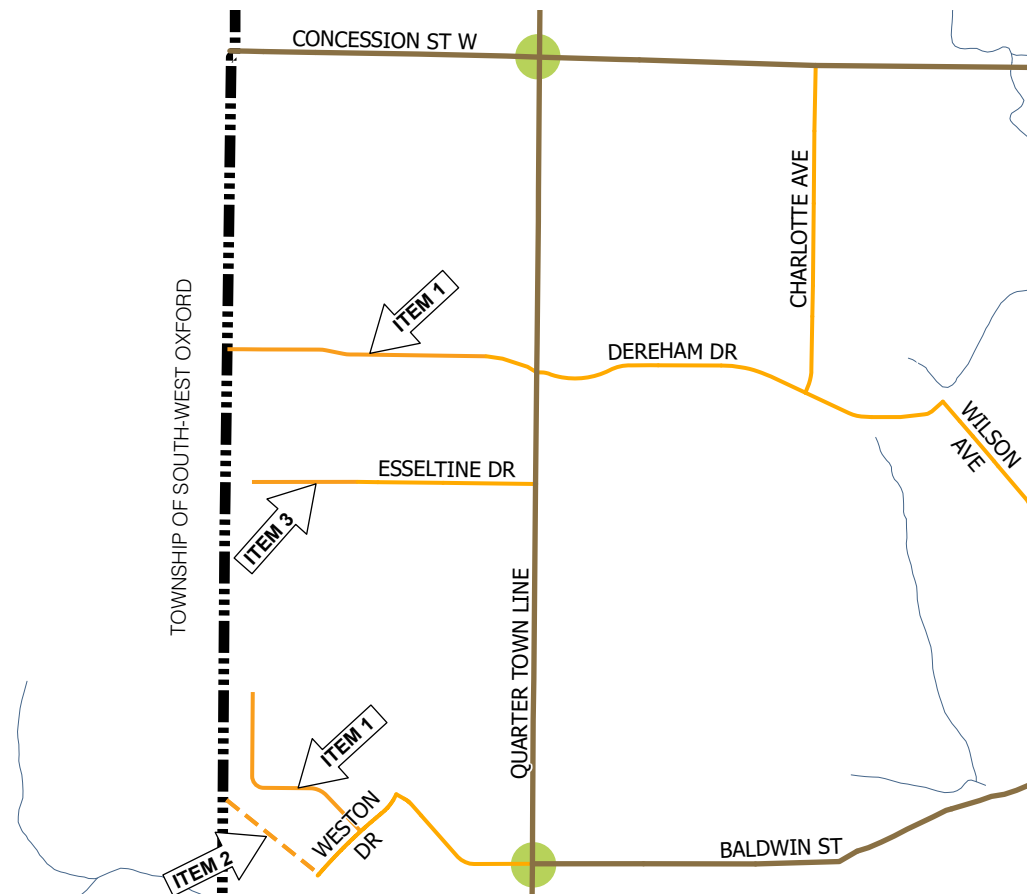
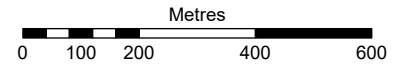
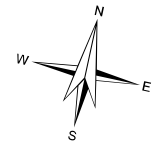
- AREA OF THIS AMENDMENT

- ITEM 1 - ADD TO OPEN SPACE
- ITEM 2 - ADD NEIGHBOURHOOD PARK
- ITEM 3 - REMOVE PROPOSED PARK

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN
 LEGEND**

- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- PROPOSED PARK
- FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 293
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-4"
TOWN OF TILLSONBURG
TRANSPORTATION NETWORK PLAN



- AREA OF THIS AMENDMENT

- ITEM 1 - ADD COLLECTOR ROAD
- ITEM 2 - REMOVE PLANNED COLLECTOR ROAD
- ITEM 3 - CHANGE PLANNED COLLECTOR ROAD TO COLLECTOR ROAD

TRANSPORTATION NETWORK PLAN LEGEND

- ARTERIAL ROAD
- COLLECTOR ROAD
- PLANNED COLLECTOR ROAD
- INTERSECTION IMPROVEMENT

To: Warden and Members of County Council

From: Director of Community Planning

Applications for Official Plan Amendment (OP 21-18-8) and Plans of Subdivision (SB 21-13-8 & SB 21-14-8) Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 21-18-8, , submitted by Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc. for lands described as Lot 14 and Part Lot 30, RCP 1621 (South-West Oxford), in the City of Woodstock to redesignate the subject lands from 'Agricultural Reserve' and 'Future Urban Growth' to 'Large Urban Centre', 'Low Density Residential', 'Medium Density Residential', 'High Density Residential', 'Open Space' and 'Environmental Protection' to facilitate the development of the lands for residential purposes;
2. And further, that Council approve the attached Amendment No. 292 to the County of Oxford Official Plan and raise the necessary by-law to approve Amendment No. 292;
3. And further, that Oxford County Council grant draft approval to proposed residential plans of subdivision, Files No. SB 21-13-8 and SB 21-14-8, as submitted by Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc. for lands described as Lot 14 and Part Lot 30, RCP 1621 (South-West Oxford), in the City of Woodstock, subject to the conditions attached to this report as Schedule "A" being met prior to final approval.

REPORT HIGHLIGHTS

- Applications have been received by the County of Oxford and City of Woodstock to amend the Official Plan and the City's Zoning By-law to facilitate the development of the subject lands for residential use via plans of subdivision. The amendment to the Official Plan proposes to include the subject lands within the Woodstock Large Urban Centre settlement area and to designate the lands Low Density Residential, Medium Density Residential, High Density Residential and Open Space.
- The proposed plans of subdivision will accommodate 429 lots for single detached dwellings, 231 townhouse units, up to 300 apartment dwelling units, 1 park block, 1 parkette, 3 stormwater management blocks and 7 open space blocks served by a number of municipal roads and walkways.

Implementation Points

These applications will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan.

Financial Impact







The approval of this application will have no financial impact beyond what has been approved in the current year’s budget.

Communications

In accordance will the requirements of the Planning Act, notice of complete application regarding this proposal was provided to the public in November 2021 and notice of public meeting was issued on January 30, 2023, and again on March 22, 2023.

A number comments and concerns regarding this proposal have been received via correspondence from land owners and residents in the vicinity, and at the public meeting held by the City of Woodstock on February 13, 2023. Generally, concerns included increased traffic, noise, trespassing, and potential impacts on existing industrial, and future aggregate operations in the area. Written comments received as of the time that this report was completed have been included as attachments to this report.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| <i>WORKS WELL TOGETHER</i> | <i>WELL CONNECTED</i> | <i>SHAPES THE FUTURE</i> | <i>INFORMS & ENGAGES</i> | <i>PERFORMS & DELIVERS</i> | <i>POSITIVE IMPACT</i> |
| | | 3.ii | | | |

DISCUSSION

Background

Owners:

Karn Road Land Development Corp.
240 Briarhill Road, Woodstock ON, N4S 7T3

Cachet Developments (Woodstock) Inc.
c/o Jessie Ha Kong
361 Connie Crescent, Suite 200, Concord ON, L4K 5R2

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Agent: GSP Group Inc..
c/o Brandon Flewwelling
72 Victoria Street S., Kitchener ON, N2G 4Y9

Location:

The subject lands are described as Lot 14 and Part Lot 30, RCP 1621 (South-West Oxford), in the City of Woodstock. The lands are located between Karn Road and Beachville Road, west of Mill Street.

County of Oxford Official Plan:

Existing Designation:

| | | |
|----------------|------------------------------------|---|
| Schedule "W-1" | City of Woodstock Land Use Plan | Agricultural Reserve Future Urban Growth Environmental Protection |
|----------------|------------------------------------|---|

Proposed Designations:

| | | |
|----------------|--|---|
| Schedule "C-3" | County of Oxford Settlement Strategy Plan | Large Urban Centre |
| Schedule "W-1" | City of Woodstock Land Use Plan | Residential Open Space |
| Schedule "W-3" | City of Woodstock Residential Density Plan | Low Density Residential Medium Density Residential High Density Residential Open Space |
| Schedule "W-4" | City of Woodstock Leisure Resources & School Facilities Plan | Open Space |
| Schedule "W-5" | City of Woodstock Transportation Network Plan | Collector Road Minor Collector Road |

City of Woodstock Zoning By-law No. 8626-10:

Existing Zoning: 'General Agricultural Zone (A2)'

Proposed Zoning: Residential Zone 1 (R1); Residential Zone 2 (R2);
Residential Zone 3 (R3)
Passive Use Open Space Zone (OS1)
Active Use Open Space Zone (OS2)

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Proposal:

Applications have been received by the County of Oxford and City of Woodstock to amend the Official Plan and the City's Zoning By-law to facilitate the development of the subject lands for residential use via plans of subdivision. The amendment to the Official Plan proposes to include the subject lands within the Woodstock Large Urban Centre settlement area and to designate the lands Low Density Residential, Medium Density Residential and High Density Residential, and Open Space.

According to the plans submitted by the applicants, the proposed plans of subdivision will accommodate 429 lots for single detached dwellings, 231 townhouse units, up to 300 higher density dwelling units, 1 park block, 1 parkette, 3 stormwater management blocks and 7 open space blocks served by a number of municipal roads and walkways.

The zone change applications propose to rezone the subject lands from 'General Agricultural Zone (A2)' and 'Environmental Protection Zone 2 (EP2)' to 'Residential Zone 1 (R1)', 'Residential Zone 2 (R2)', 'Residential Zone 3 (R3)', 'Passive Use Open Space Zone (OS1)' and 'Active Use Open Space Zone (OS2)'. The proposed residential zones will include special provisions and performance standards to facilitate the draft plans of subdivision. These provisions are detailed in the 'Zoning' section of this report.

The subject lands consist principally of two large vacant parcels with a combined area of approximately 67 ha (165 ac). The majority of the lands are currently in agricultural production, however a significant portion (north and west) is wooded and is part of a larger woodland area to the west, comprising approximately 65 ha (160 acres). The Environmental Impact Study completed by the applicants in support of the proposed development confirmed that this woodland exhibits a number of important natural heritage features.

Surrounding land uses include residential development to the east and north and the aforementioned woodlands to the west. The lands to the immediate south and southwest are currently in agricultural production, however, both parcels are subject to approved licenses under the Aggregate Resources Act. Lands further south are in active aggregate extraction.

For Council's information, the subject lands were added to the City of Woodstock's municipal boundary from the Township of South-West Oxford in January 2020.

The applicant has filed a number of studies and reports including a Planning Justification Report and Secondary Plan, Functional Servicing Report, Hydrogeological Study, Traffic Impact Study, Noise and Vibration Feasibility Assessment and an Environmental Impact Study in support of the subject Official Plan Amendment and the development of the lands for residential purposes.

Plate 1, Existing Zoning & Location Map, indicates the location of the subject site and the existing zoning in the immediate vicinity.

Plate 2, Aerial Map (2020), provides an aerial view of the subject property and surrounding area.

Plate 3, Proposed Subdivision Layout, provides the layout of the proposed forms of development and future road network.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Plate 4, Official Plan Amendment Sketch, indicates the proposed Official Plan designations recommended by staff.

Comments

2020 Provincial Policy Statement

Section 1.1.1 of the Provincial Policy Statement (PPS) states that healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment, institutional, recreation, park and open space, and other uses to meet long-term needs.

Section 1.1.2 of the PPS directs that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines.

Section 1.1.3.8 indicates that a planning authority may identify a settlement area or allow the expansion of a settlement area boundary only at the time of comprehensive review and only where it has been demonstrated that sufficient opportunities to accommodate growth and to satisfy market demand are not available through intensification, redevelopment and designated growth areas to accommodate the projected needs over the identified planning horizon; that infrastructure and public service facilities which are planned or available are suitable for the development over the long term; that there are no reasonable alternatives which avoid prime agricultural areas; there are no reasonable alternatives on lower priority agricultural lands in prime agricultural areas; and that the impacts from new or expanding settlement areas on agricultural operations which are adjacent or close to the settlement area are mitigated to the extent feasible.

Section 1.4.1 sets out policies which are intended to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area. To accommodate this, planning authorities shall maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and if necessary, lands which are designated and available for residential development.

Section 1.7.1 directs that long-term economic prosperity should be supported by, among other measures, encouraging residential uses to respond to dynamic market-based needs and providing necessary housing supply and range of housing options for a diverse workforce, optimizing the long-term availability and use of land, resources, infrastructure and public service facilities.

Section 2.3 of the PPS protects prime agricultural areas for long-term use for agriculture. New land uses, including the creation of lots or expanding livestock facilities must comply with the minimum separation distance formulae. Land may only be removed from prime agricultural areas for a limited range of uses, including expansion of a settlement area in accordance with the policies contained in Section 1.1.3.8, above.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

The PPS also contains policies which direct that natural features and areas shall be protected for the long term. Section 2.1.2 directs that diversity and connectivity of natural features in an area and the long-term ecological function and biodiversity of natural heritage systems should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features. Section 2.1.5 directs that development and site alteration shall not be permitted in significant woodlands and significant wildlife habitat.

Section 2.4 of the PPS sets out policies directing that minerals and petroleum resources shall be protected for long-term use. Section 2.5 specifically addresses mineral aggregates and directs that such resources shall be protected for long-term use, and where provincial information is available, deposits of mineral aggregate resources shall be identified.

Section 2.5.2.4 directs that mineral aggregate resources shall be protected from development and activities that would preclude or hinder their expansion or continued use, or which would be incompatible for reasons of public health, public safety or environmental impact.

In known deposits of mineral aggregate resources and on lands adjacent to them, development and activities that would preclude or hinder the establishment of new operations or access to resources shall only be permitted if resource use would not be feasible; the proposed land use or development serves a greater long-term public interest; and issues of public health, public safety and environmental impact are addressed.

Section 1.2.6 of the PPS – Land Use Compatibility, directs that major facilities (resource extraction activities are included in the definition of ‘major facilities’ as contained in the PPS) and sensitive land uses shall be planned to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards and procedures.

Where avoidance is not possible, planning authorities shall protect the long-term viability of existing or planned uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted if it is demonstrated that there is an identified need for the use; alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations; adverse effects to the proposed sensitive land use are minimized and mitigated; and potential impacts to major facility uses are minimized and mitigated.

Official Plan

The subject lands are designated ‘Agricultural Reserve’, ‘Future Urban Growth’ and ‘Environmental Protection’, according to the City of Woodstock Land Use Plan. The subject application proposes to redesignate the lands to facilitate a mix of low, medium and high density residential development. Further, lands that have been identified as having natural heritage significance and/or are to be developed for neighbourhood park purposes are proposed to be designated Open Space. The whole of the area subject to this application, together with those lands adjacent to Karn Road (in the south) and Beachville Road to the north that were incorporated into the Woodstock municipal boundary in January 2020, will also be recognized as a Large Urban Centre in the County of Oxford Settlement Strategy Plan, as contained in the Official Plan.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Section 3.1.6 of the County Official Plan directs that the consideration of an amendment to the Official Plan to permit the expansion of a settlement must be justified, having regard to the following considerations:

- There is a demonstrated need within the planning period for additional land to be removed from agricultural production and re-designated, given the nature and capacity of undeveloped land use designations within nearby designated settlements or within other land use designations;
- The nature of the proposal and whether the use requires special locational requirements or physical features that are only available in prime agricultural areas;
- The amount of land proposed for the new development will be consistent with the requirements of the proposed use;
- The amount of land proposed for settlement extension is justified considering population, household and labour force projections for the Area Municipality and land use density factors for the planning period of this Plan, including opportunities for intensification and redevelopment;
- Any land proposed for the settlement extension is a logical expansion of the settlement;
- The long-term suitability and feasibility of the proposed site for centralized wastewater and water supply facilities is demonstrated to the satisfaction of the County.

Further to this, any settlement expansion proposals in prime agricultural areas shall demonstrate that:

- The lands do not compromise specialty crop areas;
- There are no reasonable alternatives which avoid prime agricultural areas;
- There are no reasonable alternatives on lands with lesser agricultural capability or on lands left less suitable for agriculture by existing or past development;
- MDS I is satisfied;
- Impacts from the new use or settlement expansion shall not create traffic hazards and the road infrastructure shall be capable of accommodating the new use or expansion.

Additionally, any proposal to expand the settlement boundary must be consistent with the Environmental Resource policies and Cultural Heritage policies contained in Chapter 3 of the Official Plan. The extension will not conflict with the Resource Extraction policies of the Plan and must be consistent with the Growth Management policies contained in Chapter 4.

The proposed expansion must also be acceptable with respect to the continued ability to achieve the Goal for Agricultural Policies set out in Section 3.1.1 of the Official Plan and further, consideration must be given to the potential precedent established for other sites within the County and the ability to implement planned land uses in the vicinity.

Section 7 of the County Official Plan contains policies specific to the City of Woodstock and provides guidance with respect to the designation and development of lands for primarily residential purposes. To assist with achieving the land use objectives for residential areas, the City of Woodstock is divided into smaller planning areas called Community Planning Districts. As per Section 7.2.3.2.2, within newly developing communities a secondary plan shall be prepared to provide comprehensive policies and community design guidance for the area. Secondary plans for newly developing areas will address, among other matters, land use mix and compatibility, major road alignments and local road connections, servicing, stormwater management, community leisure facilities, and the location of pedestrian and bicycle routes.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Further to this, any secondary plan approved by City Council for a newly developing residential community will satisfy the following structural design criteria:

- A variety of dwelling types will be accommodated within each Community Planning District such that the following dwelling mix is attainable:

| | |
|----------------|-----|
| Low Density | 55% |
| Medium Density | 30% |
| High Density | 15% |

- The overall net residential density of the Community Planning District will approximately 30 units per hectare (12 units per acre);
- Residential uses within each Community Planning District will be developed around a functional leisure and recreation system which may include natural areas, active parks and walkways and bikeways;
- The Community Planning District will incorporate an activity node providing central focus for shopping, education, health and child care facilities clustered around common open space. Such activity nodes will be located at major intersection points in the transportation system;
- High and Medium Density Residential uses will be located in proximity to activity nodes and adjacent to park facilities. It is intended that High and Medium Density residential development will be distributed throughout a Community Planning District rather than being concentrated in one particular area;
- The major road system and residential density pattern will result in development which is transit supportive.

Approximately 21 ha (52 ac) of the overall site is comprised of natural heritage features including wetlands, significant woodlands, a significant Life Science ANSI and significant wildlife habitat. The wooded area of the subject lands are part of a larger significant woodland that extends to the west. In accordance with Section 3.2.6.1, the applicants undertook an Environmental Impact Study (EIS) which is required to evaluate impacts on the natural heritage features identified on the site. Through this study, the natural features that were identified will be placed in an appropriate land use designation to ensure the continued protection of the woodland and associated features. While the applicant has proposed to designate these lands Open Space, it is appropriate to consider the placing the lands in the Environmental Protection Area designation. Permitted uses in the Environmental Protection Area designation include passive recreation, such as recreational walking trails approved by the City in consultation with the Conservation Authority, and buildings and structures that are intended for flood or erosion control or associated with proper management of the natural environment as approved by the City, County, Conservation Authority and Ministry of Natural Resources and Forestry, as required.

The applicant is also proposing a park block and stormwater management blocks that will be designated Open Space. The Open Space designation generally applies to areas that include parks, pathways, recreation areas and stormwater management facilities and similar facilities that are in public ownership.

The Official Plan recognizes that the County of Oxford contains significant reserves of mineral aggregate resources, including bedrock-derived crushed stone and naturally occurring sand and gravel.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

The County recognizes that the extraction of mineral aggregate resources is, and will continue to be an important industry in the economy of the County and the policies of the Official Plan will focus on protecting existing operations and mineral aggregate resources from incompatible uses while ensuring that extraction is carried out in a manner that minimizes negative community, economic and environmental impacts.

To this end, the Official Plan includes detailed policies regarding land use compatibility between mineral aggregate extraction and sensitive land uses which are premised on the establishment of priorities which balance the protection of natural resources (such as mineral aggregates) and other public interests, such as ensuring reasonable opportunities for settlement growth. It is a principle of the Official Plan that where aggregate resource extraction and settlement development have the potential to conflict with one another due to the proximity between these types of uses, issues of land use compatibility shall be considered and adequately addressed to minimize such potential conflicts. To this end, where new development is proposed in proximity to existing licensed extraction operations, the responsibility for mitigation will primarily be borne by the land developer through the municipal development review process.

Section 3.4.1.5.2 directs that consideration of applications to amend the Official Plan in accordance with the policies of Section 3.1.6 within 500 m (1,640 ft) of an identified Sand and Gravel Resource Area must ensure that the opportunity to extract mineral resources from identified resource areas will not be precluded or hindered and that potential land use incompatibilities are minimized.

Regarding development in proximity to licensed aggregate operations, the policies of the Official Plan direct that where development within a settlement designation is proposed within 300 m (985 ft) of an approved licensed aggregate extraction operation, the primary responsibility for the mitigation of potential land use conflicts between the use and the aggregate operation will be that of the development proponent. When residential development or other sensitive land uses are proposed, a study undertaken by a qualified professional which addresses potential noise, vibration, dust and particulate impacts will be completed by the proponent, and will determine appropriate attenuation/mitigation measures.

Notwithstanding the above, where a proposed residential development or other sensitive land use is situated within 300 m of an approved licensed aggregate operation but is further from existing approved sensitive development, the requirement for study may be scoped or waived. Prior to scoping or waiving such study, the proponent must demonstrate that the measures proposed by earlier study would not be negated or offset by factors such as topography, possible multiple noise sources or other factors.

Deviation from the standard 300 m setback requirement noted above will only be permitted where it is demonstrated that acceptable attenuation can be achieved consistent with Provincial guidelines and where conditions of approval and other mechanisms are imposed which ensure that identified measures are incorporated into the development approval at the proponent's expense.

Approximately half of the subject lands (being the lands immediately adjacent to the developed area of the City) are designated 'Future Urban Growth' for residential purposes. These lands are recognized as an important component of the Growth Strategy for the City and County, however, it is recognized that these lands are situated in proximity to high quality sand and gravel resources where there is a high potential for extraction.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

To minimize potential land use incompatibilities between future residential development and potential future extraction, proposals for development within the Future Urban Growth designation will be consistent with the policies of the Official Plan regarding aggregate resource extraction.

Zoning By-law

The subject lands are currently zoned 'General Agricultural Zone (A2)'. The applicant proposes to rezone the lands to appropriate residential, open space and environmental protection zones to implement the proposed Official Plan amendment and facilitate the draft plan of subdivision.

Regarding the residential zones, the applicant has proposed a number of special provisions to facilitate various forms of housing. The existing provisions contained in the City's Zoning By-law and the modifications proposed by the applicant are included as an attachment to this report. Relevant details regarding these provisions will be discussed in the 'Planning Analysis' section of this report.

Agency Comments

The City of Woodstock Engineering Department (Development Division) has noted that 0.3 m (1.0 ft) reserves do not appear to have been added to the Draft Plans as previously requested. Further, Engineering has provided a list of conditions of draft approval regarding this development, which are included in this report as an attachment for Council's consideration.

The City Parks Department has recommended that a number of conditions be included in the proposed draft plan of subdivision, as follows:

- The owner is responsible for installing fencing along property lines including within the woodlot along the property line to the satisfaction of the City
- The owner agrees to plant street trees to the satisfaction of the City
- The owner is responsible for the design, planting, and preparation of SWM blocks to the satisfaction of the City of Woodstock
- The owner agrees to not store any materials or soil on parkland at any time during development
- Hydro easements shall not be counted as parkland dedication
- The owner agrees to complete an arborist report identifying any hazard trees within the woodlot and any lands that will be conveyed to the City of Woodstock. The Owner will be responsible for any removals to the satisfaction of the City of Woodstock. Removals must take place before installation of any fencing along property lines and before assumption.

County of Oxford Public Works comments and proposed conditions of draft approval are attached to this report for Council's consideration and the conditions of draft approval have been included in the recommended conditions regarding this proposal.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

The Upper Thames River Conservation Authority (UTRCA) have been involved in the Official Plan amendment and draft approval process and have communicated directly with the applicants on a variety of issues related to the plan of subdivision. To date, the UTRCA has not provided formal conditions of draft approval, however, conditions regarding the submission of detailed stormwater management, grading and erosion control, a final Environmental Impact Study and final Functional Servicing Report for UTRCA review have been included, together with a requirement for the applicant's to obtain any required permits from the UTRCA in accordance with the Conservation Authorities Act for those areas of the subject lands that are so regulated.

The Thames Valley District School Board (TVDSB) has indicated that the proposed draft plans of subdivision are within the attendance area boundaries of Central Public School, East Oxford Public School, College Avenue Secondary School and Woodstock Collegiate Institute. Central Public School is currently operating above its 'on the ground' capacity and, due to residential growth occurring in the area, enrolment is expected to continue to increase. Based on the above, TVDSB requests that the following clause be included as a condition of draft plan approval for the proposed developments:

'The Owner shall inform all Purchasers of residential lots by including a condition in all Purchase and/or Lease Agreements stating that the construction of additional public school accommodation is dependent upon funding approval from the Ontario Ministry of Education, therefore the subject community may be designated as a "Holding Zone" by the TVDSB and pupils may be assigned to existing schools as deemed necessary by the Board'.

The Board regularly reviews accommodation conditions across all elementary and secondary schools and will provide updated comments as necessary. The TVDSB would appreciate updates regarding this application.

Enbridge Gas has requested that a condition of draft approval be included whereby the owner/developer provide the necessary easements and/or agreements required by Enbridge/Union Gas for the provision of gas services for this project, in a form satisfactory to Enbridge/Union Gas.

Bell Canada has reviewed the proposal and indicated that the following paragraphs are to be included as a condition of draft approval:

'The Owner acknowledges and agrees to convey any easements as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.'

'The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost'.

The Owner is advised to contact Bell Canada during the detailed utility design stage to confirm the provision of communication/telecommunication infrastructure needed to service the development. It shall be noted that it is the responsibility of the Owner to provide entrance/service ducts from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of same.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Canada Post has indicated that the completed project will be serviced by centralized mail delivery provided through Canada Post Community Mail Boxes and through Canada Post's centralized delivery policy which applies to any buildings of 3 or more self-contained units with a common indoor area. The full text of Canada Post's comments are attached to this report for Council's consideration.

The Township of South-West Oxford has indicated that the Township has no objection to this proposal and is pleased to see higher density development included within the draft plan to better preserve surrounding farmland.

The Ministry of Municipal Affairs and Housing has indicated that the Ministry will not be providing comments regarding these applications.

PUBLIC CONSULTATION

Notice of complete application regarding this proposal was provided to the public and surrounding neighbours in November 2021, and notice of public meeting was issued on January 30, 2023, and again on March 23, 2023 in accordance with the requirements of the Planning Act. At the time that this report was drafted, three items of correspondence had been received and are attached to this report for Council's consideration.

City of Woodstock Council

City of Woodstock Council held a public meeting on February 13, 2023 and the proposal was initially deferred by City Council on February 16, 2023 to provide additional opportunity for the City Parks Department to review and provide comment on the applications. City Council subsequently considered the applications again on March 16, 2023 and recommended support of the proposed Official Plan amendment and draft plans of subdivision.

Planning Analysis

The subject lands were annexed into the City's municipal boundary from the Township of South-West Oxford in January 2020. Applications have been received by the County of Oxford and the City of Woodstock to incorporate the subject lands into the City's designated settlement boundary and develop the lands for residential purposes. The details regarding this proposal are contained in the 'Proposal' section of this report.

Planning Justification & Comprehensive Review

To satisfy the requirements of the Provincial Policy Statement as well as the Official Plan policies relating to settlement expansions, the applicants have undertaken a comprehensive review and area plan in support of the proposal.

Notwithstanding the work that has been completed by the applicant in support of the comprehensive review (which will be discussed in greater detail in this report), Planning staff have relied on the population projections and land need analysis from the Oxford County Comprehensive Review prepared by Hemson Consulting in March 2020, adjusted to reflect development approvals that have occurred since this report was adopted by City and County Councils in April 2020.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Staff are of the opinion that the Hemson report provides an appropriate and unbiased indication of the growth potential of the City and County over the 20 year planning horizon addressed in the report.

Since the Hemson report was prepared and approved, the PPS has been amended to direct municipalities to ensure that sufficient land is made available to accommodate a planning period of up to 25 years (2020-2045). As such, estimates prepared by our office based on the forecasts and land need methodology contained in the Hemson report determined that 320 gross developable hectares (790 ac) of land designated for residential purposes is required to accommodate the forecasted growth in Woodstock for the 25 year planning horizon.

Using the Hemson report as a baseline and considering development activity that has occurred since the adoption of the report in March 2020, Community Planning estimates that the City of Woodstock would require approximately 2,600 additional residential units beyond the residential land supply contained in the currently designated settlement boundary (excluding the subject development) to accommodate forecasted residential growth for the current 25 year planning period.

This unit count translates to an estimated land need of approximately 168 gross developable hectares (415 ac) of land (which excludes lands constrained by natural hazards or natural features, but includes lands that would be considered supporting infrastructure, such as roads and stormwater management structures).

The above-noted numbers are based on the growth forecasts and land need methodology contained in the Hemson study as adjusted to reflect the City's land supply as of year-end 2021.

Using this information as an estimate of the amount of residential land needed for future development in Woodstock, it would appear that the whole of the subject lands that are proposed to be designated for residential use by the applicants can be accommodated. Based on the information provided by the applicants, it appears that the total area of the subject lands is approximately 70 ha (175 ac) and the area proposed to be developed for residential purposes (including stormwater management and roads) is approximately 49 ha (120 ac). As such, designating the subject lands for residential purposes will assist in making land available to accommodate the City's needs over the 25 year planning horizon.

Regarding the justification of the proposed designation of the subject lands for urban settlement purposes, Planning staff are satisfied that the designation of the lands for such purposes is consistent with the relevant policies of the PPS and the maintains the strategic initiatives and objectives of the Official Plan as they pertain to the protection of agricultural resources.

The subject lands are comprised of approximately 60% Class 3 agricultural lands and less than 40% Class 2 lands, with small areas at the northerly end of the property identified as Class 4. The subject lands are one of the few areas in immediate proximity to the City of Woodstock that are not identified as primarily Class 1 and 2 soils for agriculture. While no specific research was undertaken to determine whether the lands could be described as 'specialty crop areas' in accordance with the definitions contained in the PPS, this office is satisfied that the nature of agricultural operations in this area are such that there is no evidence the lands are suitable for specialty crop production.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

With respect to the potential impact of this proposal on existing livestock operations in the area, the lands to the immediate south of the subject lands are currently occupied by a large bank barn and accessory buildings that appear to have been previously operated as a dairy farm. For information, these lands are presently zoned and licensed for aggregate extraction purposes. While the lands are not presently subject to extraction, the buildings and structures located on the subject lands are intended to be removed at such time as extraction occurs in this specific area. The said barn, while in good repair, does not house livestock and has been converted for storage use. In light of the foregoing, this Office is of the opinion that no further consideration of this property is required with respect to Minimum Distance Separation and compatibility with the future development of the subject lands for residential purposes. There are no other livestock facilities within one kilometer of the nearest portion of the subject lands.

Further to the licensed aggregate pit located on the lands to the south (SAMI North Pit Extension), the applicants have undertaken an analysis of the pit using operational parameters and reference sound levels included in the noise impact study that was completed for the pit's extension in 2018.

Sound levels from similar project files for gravel pits were also used in the review and the resulting analysis indicates that sound levels from the gravel pit are not expected to exceed applicable Ministry of Environment, Conservation and Parks (MECP) criteria at the proposed development.

Planning staff note that the operational plans for the pit include mitigation and operational contingencies that were included to address the proximity of operations to a residential use to the immediate northwest (immediately west of the subject lands), including berms and barriers. Further, all access to the pit operations will be from Clark Road to the south, via existing extraction operations and no traffic associated with the pit operations will occur on Karn Road.

While the noise feasibility study indicates that the sound levels from the gravel pit are not expected to exceed MECP criteria at the proposed development, the study also notes that sound levels have the potential to exceed MECP (and Official Plan) criteria within Block 284 (being the high density block immediately adjacent to Karn Road and across the road from the northwestern portion of the future pit operations) depending on the composition of dwellings and site design.

In response to a submission by the owners of the licensed aggregate lands to the south, and subsequent discussions, a condition of draft approval has been recommended that will require the zoning of the above-noted Block 284 to be subject to an "H" holding provision which will include direction that the said holding provision not be removed from the lands until detailed plans for development of Block 284 have been submitted and reviewed by a qualified Acoustic Engineer experienced with mineral aggregate operations. Specifically, a Noise Impact Assessment (NIA) that evaluates noise impacts and provides mitigation recommendations related to the development of Block 284 will be required and any mitigation measures shall be at the sole expense of the owner(s) of the subject lands.

The "H" holding provision will also include direction that prior to the removal of the "H", the NIA will be circulated to the owners of the licensed pit operation to the south and further, that the "H" will only be removed upon approval of the NIA to the satisfaction of the City and County.

For Council's information, the lands to the immediate southwest of the subject lands (and west of the SAMI North Pit Extension) are also subject to an existing license under the Aggregate Resources Act and it is the opinion of Planning staff that these lands should also be included in the requirements noted above regarding the removal of the "H" from Block 284.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Further to the issue of aggregates, lands west of the subject lands are identified in the Official Plan as containing a primary sand and gravel resource. However, while this resource is considered to be significant from a provincial perspective, the vast majority of this resource is covered by natural heritage features which would limit the probability that the resource could be reasonably extracted. The subject lands include only a small area at the southwest corner of the site that is identified as being of primary importance and in light of the apparent limitations regarding the extraction of the broader resource in this area (to the west), Planning staff are of the opinion that the development of the subject lands for urban residential development is appropriate.

Generally, staff are satisfied that the subject lands represent an appropriate direction for growth in Woodstock relative to other options. As noted, the lands are currently within the City's municipal boundary and the lands are a logical expansion of existing residential development to the east. Further, development of the lands will have relatively limited impact on agricultural operations in the vicinity of the lands and there are no reasonable alternative directions for growth that would utilize lower priority agricultural lands, or avoid prime agricultural lands.

The proposed residential density plan indicates specific locations where low, medium and high density development will be directed. The approximate amount (or percentage) of each designation has been generally included in the draft plans in accordance with the policies of the Official Plan for newly developing residential areas and will be discussed in further detail later in this report.

Further, the designation of the subject lands is considered to be appropriate for the City and County to undertake appropriate servicing and transit planning in the area. The development of the subject lands utilize Karn Road as the principal link to the existing built area of the City and connect to the residential area to the immediate east via the proposed street network. The subdivision plans and road connections with adjacent lands have been determined through relevant studies and discussions with staff.

In light of the foregoing, staff are of the opinion that there is sufficient justification to designate the subject lands for residential development.

Natural Heritage

In support of the proposal, the applicants submitted an Environmental Impact Study Report (EIS) prepared by Natural Resource Solutions Inc. The study identified that the subject lands contain a number of natural heritage features including significant woodlands, unevaluated wetlands, an Area of Natural and Scientific Interest (ANSI) associated with the larger Karn's Sugar Maple Life Science ANSI, significant wildlife and bird breeding habitat and potential habitat of threatened and endangered species. Significant portions of the lands are currently designated 'Environmental Protection' in the Official Plan.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

For Council's information, the applicant has proposed to redesignate those areas within the subject lands affected by natural heritage features to 'Open Space'. The Open Space designation as contained in the Official Plan is generally applied to areas affected by natural hazards (e.g. flooding) or lands that are owned/operated by public bodies (e.g. stormwater management facilities, parks, etc.). The Environmental Protection designation contained in the Official Plan is generally considered to be appropriate for protecting natural heritage features and it is recommended that the westerly and northerly areas of the site that have been identified as containing significant features be designated Environmental Protection.

The recommendations contained in the EIS include buffers along the development limit adjacent to natural areas ranging from 5 to 20 metres (16 to 66 ft). All recommended buffers have been incorporated into the area proposed to be designated Environmental Protection. For Council's information, the Upper Thames River Conservation Authority (UTRCA) has reviewed the EIS and provided a number of comments to the applicant regarding the extent of the above-noted buffers. Staff have reviewed the materials, comments and responses of the UTRCA and the applicants' consultants, and are of the opinion that the matters that have been identified can be addressed by the applicants through the draft plan approval process and as such, it is recommended that the draft plan include a condition(s) that ensure any outstanding matters related to the development of the lands be addressed to the satisfaction of the City of Woodstock and the County of Oxford in consultation with the UTRCA.

Further, as indicated by the UTRCA, a stormwater management plan, grading plans and hydrogeological study will be also be reviewed as part of the draft plan of subdivision approval and the EIS will be updated following the completion of these detailed engineering studies.

In general, staff are satisfied that, provided the avoidance and mitigation measures recommended in the EIS are implemented, no impacts to the areas of significant natural features are anticipated to occur as a result of the proposed development.

Transportation Impact Study

The applicant submitted a Transportation Impact Study (TIS) prepared by Paradigm Transportation Solutions. The study evaluated the impacts on the transportation network that could potentially result from the development of the subject lands. The study indicates that the intersections within the study area currently (base year 2020) operate within acceptable levels of service, but notes that southbound left turn movement at Mill Street and Bower Hill Road/Parkinson Road is operating with queues exceeding the designated storage of 20 m (66 feet) during the afternoon peak hour. The extended queues are accommodated within the two-way centre left turn lane on Mill Street, north of Bower Hill Road.

The TIS identifies a sight line concern at the proposed intersection of Karn Road and the extension of Anderson Street that will require additional review through detailed design prior to final approval of the draft plans. A condition requiring this review and implementation to the satisfaction of the City has been included in the conditions of draft approval

The study notes further that study area intersections are forecast to operate with similar levels of service as under the above-noted base year traffic operations except for additional problem movements at the intersection of Mill Street and Bower Hill Road/Parkinson Road. To this end, the City Engineering Department requires that the applicants undertake a detailed engineering review of the traffic impacts on the existing local and collector road network to the east of the

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

proposed development and to recommend and implement suitable traffic calming and/or improvement measures to the satisfaction of the City. City Engineering also requires that the applicants undertake further detailed review of the connection of the proposed Anderson Street extension with a view to ensuring proper sight lines in accordance with City standards.

These matters are addressed via conditions of draft approval as recommended by City Engineering.

Noise & Vibration Feasibility Study

In support of the proposed secondary plan, the applicant submitted a Noise & Vibration Feasibility Study prepared by HGC Engineering. In addition to the analysis regarding the future aggregate extraction operations to the south and southwest (previously discussed), an analysis was conducted for noise generated from a number of existing sources located in proximity to the subject lands, as well as transportation noise sources.

With respect to stationary noise sources, the study recommends an acoustic barrier approximately 3 m (9.8 ft) high and 35 m (115 ft) long between Townhouse Block (TH) 273 (located at the southerly end of Street G on the draft plan) and an existing industrial operation located on Karn Road. This barrier can be reduced to 2.6 m (8.5 ft) for an additional 85 m (278 ft) eastward. Additional mitigation is also recommended during construction of Block 273 as well as TH Block 274, located to east of TH Block 273. It is further recommended that, at the time detailed grading information is available for TH 273 and 274, drawings should be reviewed to refine acoustic mitigation requirements.

With respect to the Hydro One transformer station located north of Karn Road, the noise study indicates that the noise level generated by this facility can be accommodated by requiring dwellings in proximity to the transformer to be equipped with forced air ventilation with ducts sized for installation of air conditioning. A similar recommendation is included for transportation noise affecting dwellings at the north end of site with some exposure to Beachville Road, properties adjacent to Karn Road and lots/blocks with frontage on Anderson Street (the new portion within the draft plan of subdivision).

Council will note that Streets D (where it will intersect with Karn Road) and Street J abut several existing residential lots that front on or otherwise have access to Karn Road. Concerns have been expressed regarding the potential impact of these streets with respect to noise and other matters related to traffic. Staff are of the opinion that it would be appropriate to include mitigation to counter potential impacts by preserving tree cover between dwellings and newly constructed roads in this area and further, that solid barrier fencing be installed between the new streets and existing residential development (or where new townhouse development will abut existing residential uses).

To ensure that noise control recommendations outlined in the noise study are appropriately implemented, a condition(s) of draft plan approval is recommended whereby all measures outlined in the study, and as necessary, further study/mitigation is required, such work will be undertaken to the satisfaction of the City of Woodstock.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Functional Servicing Report

The Functional Servicing Report (FSR) submitted by the applicants for the development have been reviewed by City and County staff as well as the UTRCA. Staff are satisfied that the servicing of the lands is feasible in this regard and conditions of draft approval are recommended whereby the applicant's will be required to submit detailed servicing drawings for review prior to final approval of the plans of subdivision.

The FSR review specifically identifies the need for the construction of a new Water Booster Pumping Station to service this area and a condition of approval has been included requiring the applicants to construct and commission this facility to the satisfaction of the County Public Works Department.

Stormwater management will be addressed in accordance with City standards and two large blocks have been identified in the draft plans for stormwater management facilities. Final detailed plans will be required prior to the registration of the draft plans.

Secondary Plan, Official Plan Amendment and Draft Plan of Subdivision

With respect to the Official Plan amendment to accommodate the future development of the subject lands, staff are satisfied that the proposed amendment is appropriate and consistent with policies relating to the designation and development of lands for primarily residential purposes. The proposed secondary plan has been prepared with consideration for land use mix and compatibility, major road alignments and local road connections, servicing and stormwater management as previously indicated through the reports that the applicant provided in support of the proposal.

Recreational and leisure space for the development is proposed largely in the 2.25 ha (5.5 ac) park land block that will be dedicated to the City through the draft plan of subdivision approval. The park will be designated 'Open Space' (together with the stormwater management blocks located immediately north and south of the park block) and will be further delineated as a Neighbourhood Park in the Official Plan. It is anticipated that the park, along with the woodlot and stormwater management blocks, can potentially be incorporated into the City's trail network. The park will be accessible by having direct street frontage onto two local streets.

Planning staff are of the opinion that the applicant has designed a secondary plan for residential purposes that is generally consistent with the requirements of the Official Plan for individual, newly developing residential communities. The secondary plan provides a mix of low, medium and high density residential blocks that will develop with an overall net residential density of over 34 units per hectare (14 units per acre). The proposed dwelling mix is approximately 46% for low density, 25% for medium density townhouses and approximately 29% for higher density.

Regarding the block identified for high density development, the applicant has indicated that due to the existing grades in this area and some limitations resulting from the Hydro One transmission line that dissects the property, meeting the high density provisions of the Official Plan is not feasible on this site. The density proposed for this development is approximately 59 units per hectare (based on a maximum of 275 units), which is less than the 70 units per hectare generally required for High Density Residential areas.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

Notwithstanding the foregoing, staff are of the opinion that proposed density of the High Density block can be considered appropriate in the context of the larger development. As noted, the overall density proposed for this area is over 34 units/ha (14 units/ac), which exceeds the policies of the Official Plan (which requires a minimum overall density across all density types of 30 units/ha (12 units/ac). Further, the blended approach to the development of the high density block will continue to provide housing forms that are common within medium density areas (e.g. townhouses), thereby providing the overall development with medium density housing in-keeping with policy requirements for newly developing areas. While the proposed high density block will accommodate a significant amount of medium density-type housing forms, based on the applicant's initial calculations, it is anticipated that the said block will accommodate approximately 19% of the overall housing within the plan of subdivision as apartment units, which exceeds the current Official Plan targets of 15% in newly developing areas in Woodstock.

Staff are satisfied that the proposed mix of residential development and overall number of units is consistent with the policies for newly developing communities and the secondary plan provides direction as to where the low, medium and high density development will be located. The street pattern proposed by the applications within the proposed development includes a combination of road extensions and new local streets in a grid pattern modified to work with the existing grades and natural features identified previously. The existing portion of Anderson Street, which extends from the subject lands northward to Ingersoll Road, is identified on the transportation plan for Woodstock in the Official Plan as a minor collector road and will extend from its existing terminus across the subject lands, providing connection to Karn Road near the westerly side of the development. An additional connection to Karn Road is located nearer the easterly side of the subject lands. Karn Road, which is identified as Bower Hill Road where it meets the former boundary between Woodstock and South-West Oxford, will be designated as a collector road in the Official Plan.

Staff recommend that the proposed Official Plan amendment for this planning area include policies which recognize the use of alternative development standards for both road construction (i.e. reduced road allowances, limited use of cul-de-sacs) and lotting (reduced front yards, specialized lot types and sizes). Similar policies have been utilized effectively in other newly developing areas of the City of Woodstock and staff are of the opinion that the overall development proposed by these applications effectively utilize alternative measures which are reflected in the draft plans and the proposed zoning (the latter of which is described in the 'Zoning' section below).

For Council's information, it has been brought to staff's attention that the two blocks at the easterly end of Street J as shown on the draft plan are proposed on lands that are not currently owned by the proponent (Karn Road Land Development Corp.). This block of land was recently subject to an application for consent (B 22-15-8) which was approved by the County Land Division Committee in July 2022, the purpose of which is to sever the lands from the larger parcel to the south and add them to the lands subject of the plan of subdivision. As of the writing of this report, that transaction has not been completed.

It is the opinion of Planning staff that this matter can be addressed through an appropriate condition of draft approval by which the noted lands would be recognized as being part of the larger area for development, ensuring that planning proceeds in accordance with the conditions for the larger draft plan. The conditions would require the lands to be shown on the final plan for registration and developed in a manner acceptable to the City of Woodstock.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

The noted lands are currently identified as being for the development of townhouses. It is understood from communications with the applicant's agents that a condition of the purchase of these lands from the residential development to the south is that these lands would be developed for single-detached dwellings. Staff are of the opinion that this is an acceptable option at this location and will have negligible impact on the overall development of the secondary plan area.

Zoning

Planning staff are generally of the opinion that the zoning proposed for the various housing forms within this development is appropriate and in-keeping with the policies of the Official Plan. The proposed zoning supports a variety of housing forms including single detached dwellings, townhouses, and other multi-unit development, such as apartment buildings and includes zone provisions that will assist in efficiently utilizing lands for primarily residential purposes.

Special zoning provisions for single detached dwellings in both the R1 and R2 Zones include reduced front yard depths (4.5 m or 14.7 ft) while maintaining sufficient area to accommodate parking as required by the Zoning By-law (6 m or 19.6 ft), reduced lot areas and increased lot coverages for single detached dwellings, and reduced interior side yard widths, allowing for 1.2 m (3.9 ft) on one side of a dwelling and 0.6 m (2 ft) on the other, but in no instance will there be less than 1.8 m (5.9 ft) between dwellings.

To assist in accommodating potential increased development coverage across the whole of the proposed draft plans, staff are proposing to review and implement provisions into the zoning for the subject lands that would ensure that 'soft' landscaping (i.e. green landscaping) elements are maximized while limiting the overuse of 'hardscaping' (concrete, pavers, bricks, stone, etc.) on individual lots.

The large block of land located toward the westerly edge of the subject lands, abutting Karn Road (Block 284), is proposed to be designated to accommodate a broad range of housing forms typical of medium to high density areas, including apartments, townhouses, other multi-unit housing forms and a retirement home. While staff support the inclusion of a range of housing forms to meet the needs of the housing market, it is also important that the lands include provision to maintain a minimum number of overall dwelling units to ensure that the targeted density of the specific block and the subject lands as a whole is maintained.

To allow for the most efficient use of the noted high density block to accommodate the range of residential units proposed, the applicants have requested a parking provision for apartment dwelling units of 1.25 spaces per unit, in lieu of the 1.5 spaces typically required for apartments as contained in the Zoning By-law.

Staff are of the opinion that this request is reasonable and will facilitate the best use of available land for apartment development in this area. The proposed parking relief will be for apartment developments only and this provision has been used successfully in other areas of the City for this type of residential use.

Conclusions

It is the opinion of staff that the Planning Justification Report and Secondary Plan for the Karn Road development, together with the Oxford County Comprehensive Review prepared by Hemson Consulting satisfy the 'comprehensive review' requirements of the PPS as it pertains to the expansion of settlement boundaries.

Report No: CP 2023-107
COMMUNITY PLANNING
Council Date: April 12, 2023

This office is also of the opinion that the proposed amendment to the Official Plan to accommodate the proposed development of the subject lands generally complies with the relevant policies of the Official Plan as it pertains to settlement expansions as well as the designation of additional residential lands within the City of Woodstock.

Further, the development of the lands as proposed via the draft plans of subdivision discussed in this report is generally considered to be appropriate and in-keeping with the relevant policies of the PPS and the Official Plan and will be appropriately implemented through the conditions of draft approval and zoning measures recommended in this report.

SIGNATURES

Report Author and Departmental Approval:

Original signed by _____

Gordon K. Hough, RPP
Director of Community Planning

Approved for submission:

Original signed by _____

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

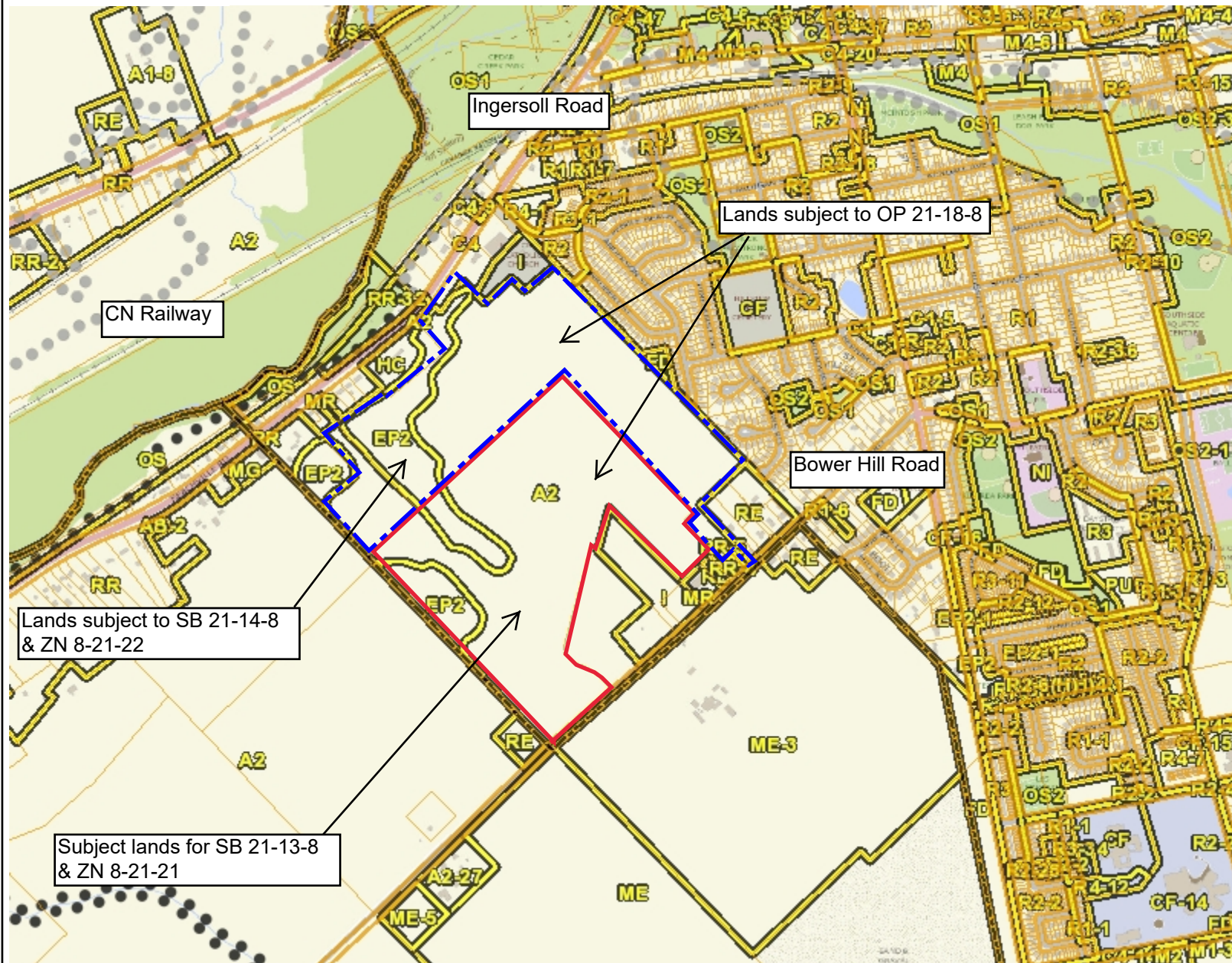
Attachment 1 - Plate 1, Existing Zoning & Location Map
Attachment 2 - Plate 2, Aerial Map (2020)
Attachment 3 - Plate 3, Proposed Draft Plans of Subdivision
Attachment 4 - Plate 4, Official Plan Amendment Sketch
Attachment 5 - Agency Comments
Attachment 6 - Public Comments
Attachment 7 – Zoning Summary
Attachment 8 - Conditions of Draft Approval
Attachment 9 - Official Plan Amendment No. 292



Plate 1: Existing Zoning & Location Map

OP 21-18-8; SB 21-13-8; SB 21-14-8; ZN 8-21-21 & ZN 8-21-22

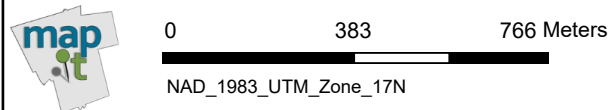
Karn Road Development Corp. & Cachet Developments (Woodstock) Inc. - Lots 14 & 30, Plan 1621, Woodstock



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



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

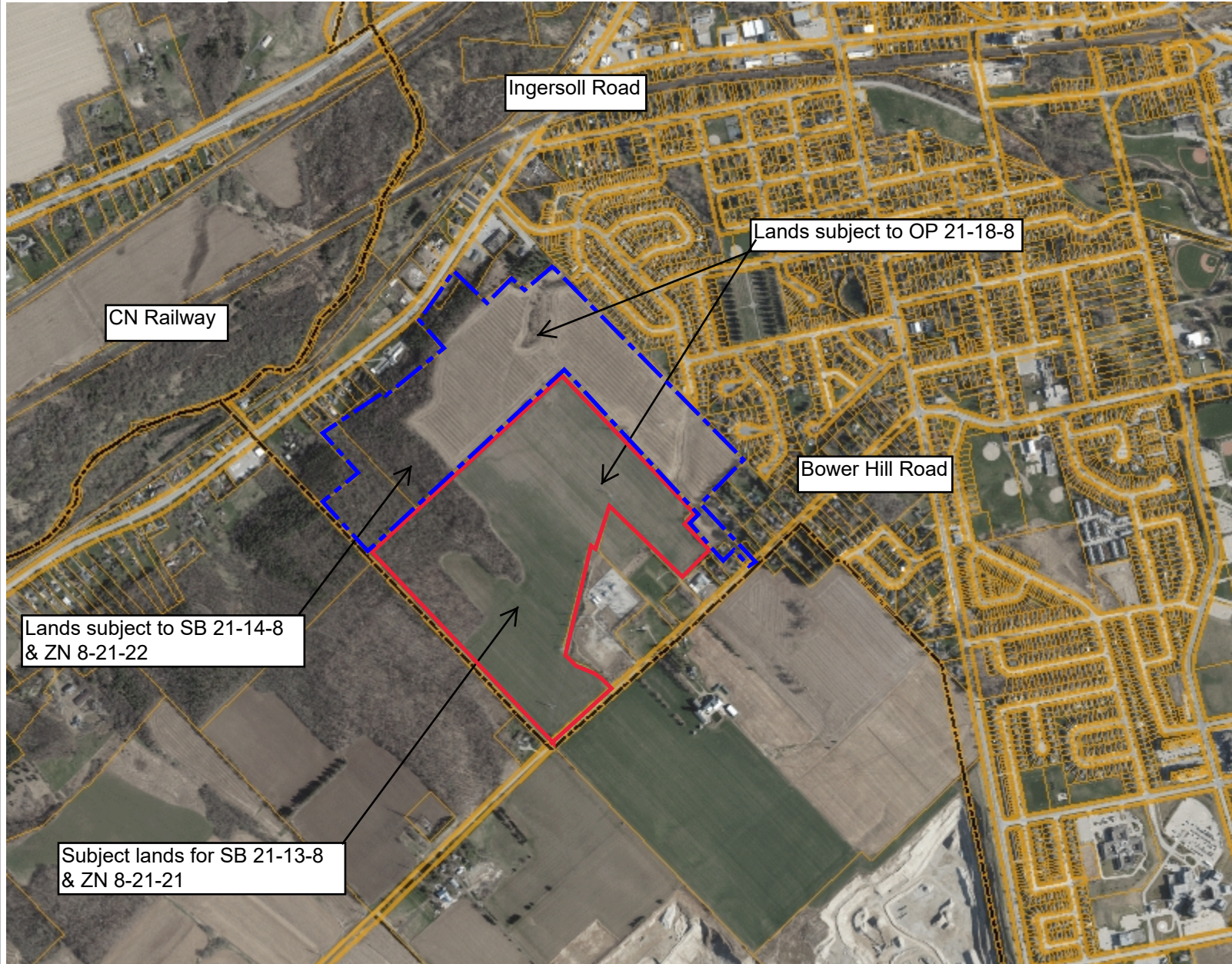
November 2, 2021



Plate 2: Aerial Map (2020)

OP 21-18-8; SB 21-13-8; SB 21-14-8; ZN 8-21-21 & ZN 8-21-22

Karn Road Development Corp. & Cachet Developments (Woodstock) Inc. - Lots 14 & 30, Plan 1621, City of Woodstock



Legend

Parcel Lines

- Property Boundary
- Assessment Boundary
- Unit
- Road
- Municipal Boundary

Notes



0 383 766 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

November 2, 2021

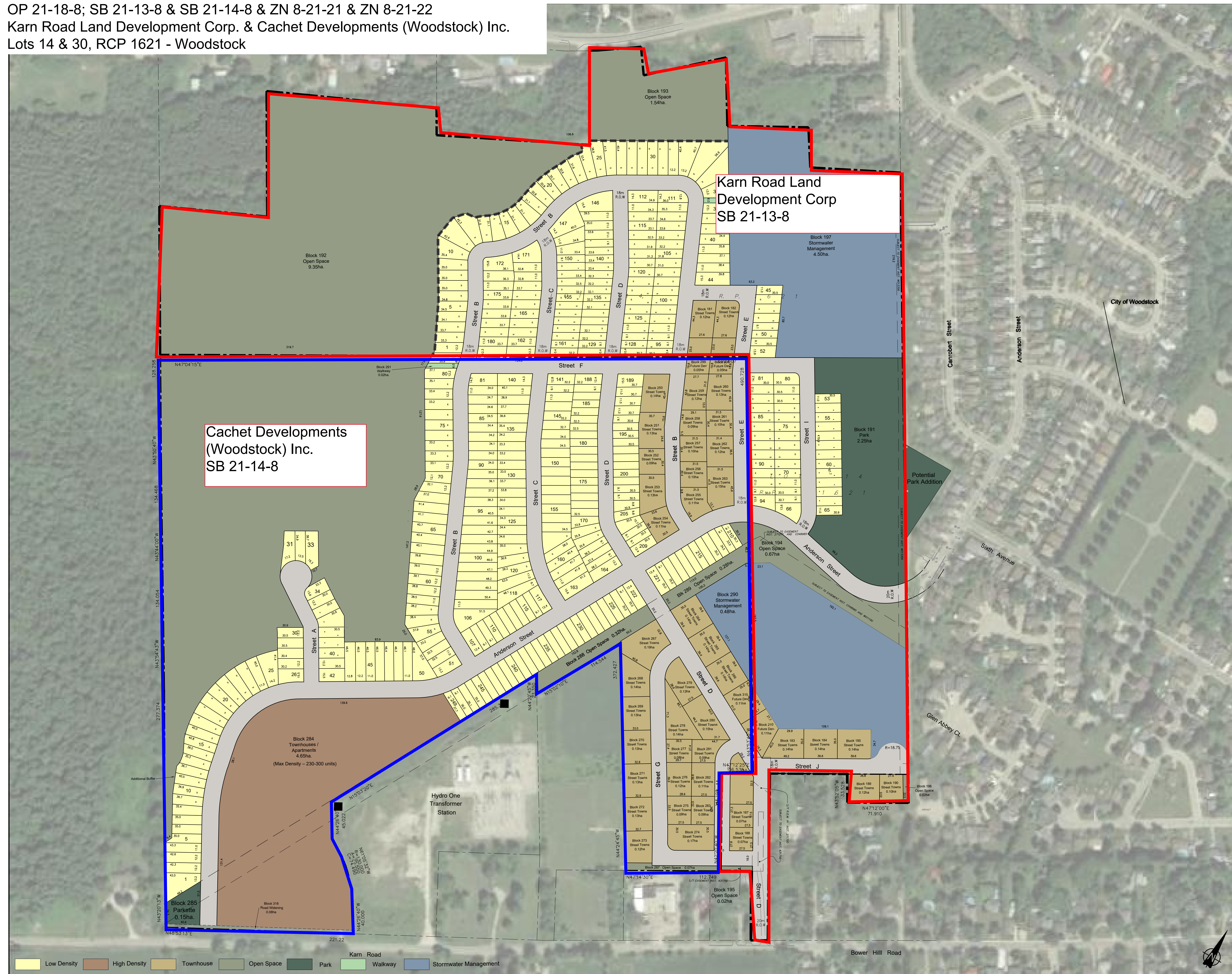
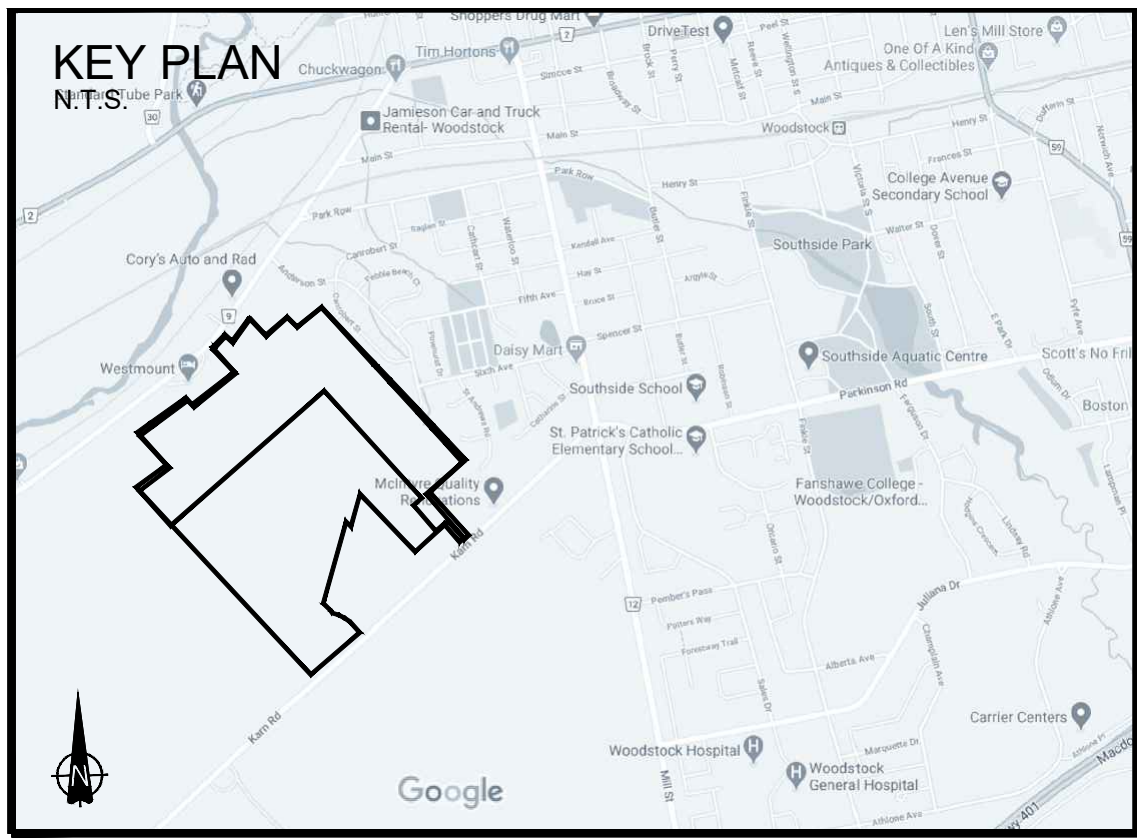
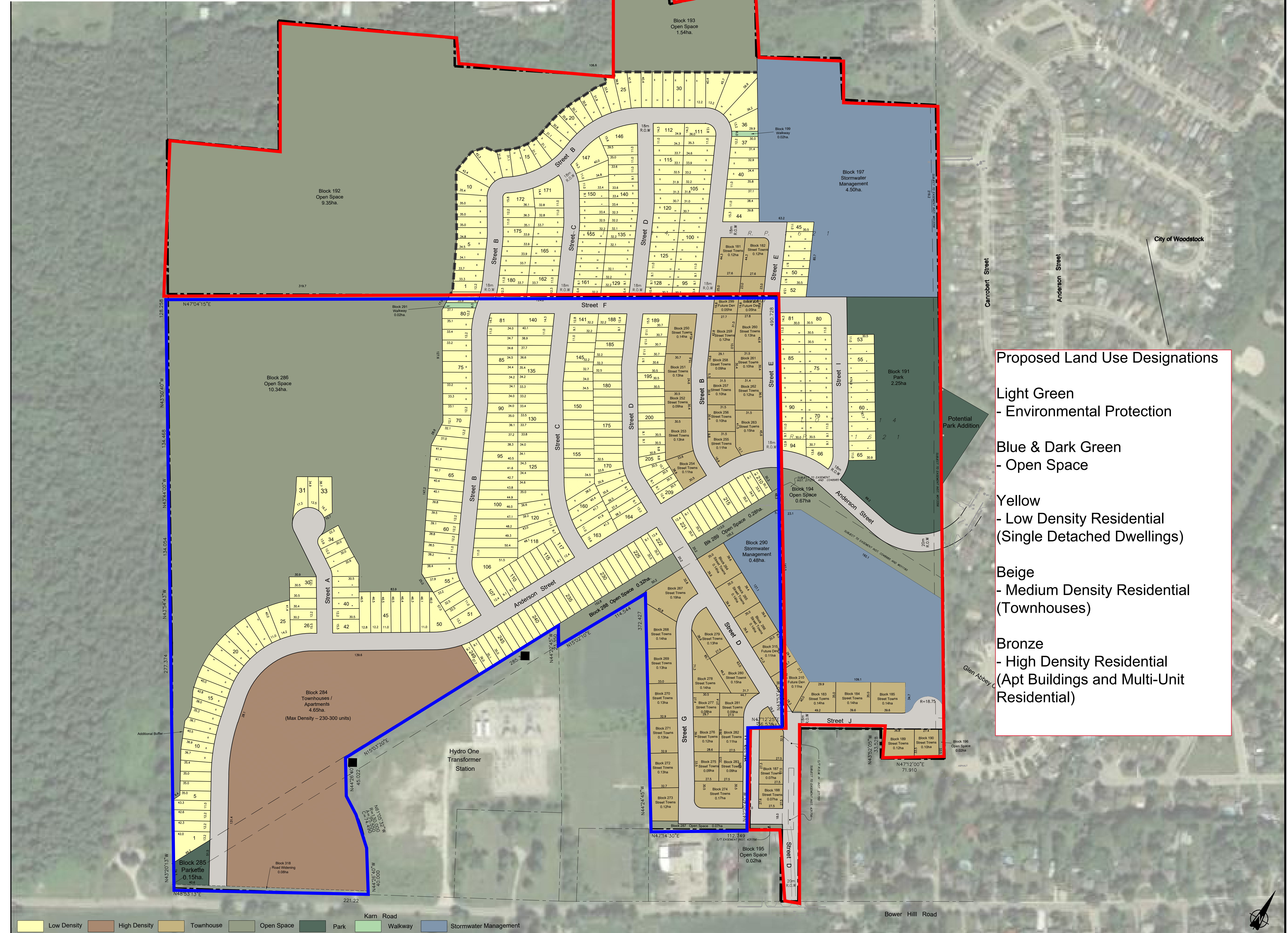


Plate 4 - Official Plan Amendment Sketch
 OP 21-18-8; SB 21-13-8 & SB 21-14-8; ZN 8-21-21 & ZN 8-21-22
 Karn Road Land Development Corp & Cachet Developments (Woodstock) Inc
 Lots 14 & 30 RCP 1621 - Woodstock

Report No. CP 2023-107 - Attachment No. 4



DRAFT PLAN OF SUBDIVISION

Lot 14 Registrar's Compiled Plan 1621
 City of Woodstock
 County of Oxford

- Proposed Land Use Designations**
- Light Green
- Environmental Protection
 - Blue & Dark Green
- Open Space
 - Yellow
- Low Density Residential (Single Detached Dwellings)
 - Beige
- Medium Density Residential (Townhouses)
 - Bronze
- High Density Residential (Apt Buildings and Multi-Unit Residential)

LAND USE SCHEDULE

| NORTH PROPERTY USE | LOTS/BLKS. | UNITS | AREA (ha.) |
|-----------------------------|------------|-------|------------|
| Single Detached Residential | 1 - 180 | 180 | 7.19 |
| Street Townhouses | 181 - 190 | 50 | 1.16 |
| Parkette | 191 | 2 | 2.25 |
| Open Space | 192 - 196 | | 11.60 |
| Stormwater Management | 197 - 198 | | 7.30 |
| 6m Walkway | 199 | | 0.02 |
| Future Development | 197 - 210 | 23 | 0.45 |
| 0.3m Reserve | 211-212 | | 0.00 |
| Roads | | | 3.62 |
| STAGE 1 TOTAL | | 253 | 33.59 |

| SOUTH PROPERTY USE | LOTS/BLKS. | UNITS | AREA (ha.) |
|-----------------------------|------------|---------|------------|
| Single Detached Residential | 1-249 | 249 | 9.95 |
| Street Townhouses | 250-283 | 180 | 4.20 |
| High Density Residential | 284 | 230-300 | 4.65 |
| Parkette | 285 | | 0.15 |
| Open Space | 280-292 | | 11.01 |
| Stormwater Management | 293 | | 0.48 |
| 6m Walkway | 294 | | 0.02 |
| Future Development | 295-320 | 7 | 0.35 |
| Road Widening | 322 | | 0.08 |
| 0.3m Reserve | 323-324 | | 0.08 |
| Roads | | | 6.07 |
| STAGE 1 TOTAL | | 666-736 | 36.96 |

ADDITIONAL INFORMATION
 (UNDER SECTION 51(17) OF THE PLANNING ACT)
 INFORMATION REQUIRED BY CLAUSES a,b,c,d,e,f,g,j and l ARE AS SHOWN ON THE DRAFT PLAN.
 i) Municipal water supply
 j) All sanitary and storm sewers as required

OWNER'S CERTIFICATE
 I AUTHORIZE THE GSP GROUP INC. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE COUNTY OF OXFORD.

OWNER _____ DATE _____
 OWNER _____ DATE _____

SURVEYOR'S CERTIFICATE
 I CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.

SURVEYOR _____ DATE _____

GSP group
 PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE
 gspgroup.ca

Date: October 6, 2022 Drawn By: MN Dwg. File Name: dp20098m_master plan.dwg
 Scale: 1:2,000 metric Project No.: 20098

| REVISIONS |
|-----------|
| |
| |
| |
| |

Gordon Hough

From: Filippo D'Emilio <fdemilio@cityofwoodstock.ca>
Sent: February 7, 2023 3:26 PM
To: Gordon Hough
Cc: Planning; Reta Horan
Subject: RE: OP 21-18-8; SB 21-13-8; SB 21-14-8; ZN 8-21-21 & ZN 8-21-22 - Karn Road Development Corp. & Cachet Developments (Woodstock) Inc.

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Gord,

I have reviewed the second submission of materials provided by Cachet on December 22, 2022 and January 11, 2023, and have the following comments:

Draft Plan of Subdivision (general comments):

1. Will the properties KRLDC is acquiring/have acquired through Consent application B22-15-8/purchase from Schickendanz, respectively, be incorporated in the Plan of Subdivision through a future redline revision?
2. 1-foot reserves do not appear to have been added to the Draft Plans as previously requested. We will ensure they are included in future Plan of Subdivisions and conveyed to the appropriate Authority.

City Conditions of DP Approval (applicable to both applications):

1. The Owner agrees in writing to satisfy all the requirements, financial and otherwise, of the City regarding construction of roads, installation of services, including water, sanitary sewer, storm sewer, drainage facility, electrical distribution system, sidewalks, street lights, and other matters pertaining to the development of the subdivision in accordance with City standards.
2. The road allowances included in the draft plan of subdivision shall be dedicated as public highway to the satisfaction of the City.
3. The Owner agrees in writing that temporary turning circles and emergency access ways will be provided as necessary to the satisfaction of the City.
4. The streets included in the draft plan of subdivision shall be named to the satisfaction of the City.
5. The Owner agrees that 1-foot reserves and road widenings shall be conveyed to the City or County, as the case may be, free of all costs and encumbrances, to the satisfaction of the City or County.
6. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, that a Stormwater management report, grading plan, and an erosion and sediment control plan be reviewed and approved by the City and UTRCA and further, the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
7. The Owner agrees in writing that fencing shall be installed adjacent to City-owned lands, UTRCA lands, or as otherwise required by the City to the satisfaction of the City and UTRCA.
8. The subdivision agreement shall make provisions for the dedication of parkland or cash in-lieu thereof, in accordance with the relevant provisions of the Planning Act. The Owner further agrees that woodlot/buffer lands shall not count towards the dedication of parkland.
9. Such easements as may be required for utility, noise barrier, drainage purposes, etc., outside of the proposed public right-of-ways shall be granted to the appropriate authority.
10. Prior to the signing of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the City's Zoning By-Law. Certification of lot areas, frontages, and depths shall be provided to the City by an Ontario Land Surveyor retained by the Owner.

11. Prior to the signing of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the City.
12. The Owner agrees to provide the City with cash in-lieu of sidewalk to be installed in the future along the Karn Road frontage of the subject lands.
13. The Owner agrees to provide the City with cash in-lieu of street lights to be installed in the future along the Karn Road frontage of the subject lands.
14. The Owner agrees to implement the recommendations contained in the Karn Road Secondary Plan Transportation Study by Paradigm Transportation Solutions Limited, dated August, 2021, (TIS), including any amendments thereto, to the satisfaction of the City. Specifically:
 - a. The Owner acknowledges that the TIS identifies a sight line concern at the proposed intersection of Karn Rd. and Anderson St. The Owner agrees that the noted sight line concern shall be addressed during detailed design to the satisfaction of the City and further agrees that the design and construction of the intersection shall be at the Owner's expense.
 - b. The Owner agrees to conduct a detailed engineering review of traffic impacts on the existing local/collector residential streets to the east of the subject lands and to recommend and implement suitable traffic calming/improvement measures, at the Owner's expense, to the satisfaction of the City.
 - c. The Owner agrees to conduct a detailed engineering review of the connection of proposed Anderson St. to existing Anderson St. to ensure proper sight lines are addressed and the design is in conformance with industry and City standards.
15. The Owner agrees to implement the recommendations contained in the Noise Feasibility Study by HGC Engineering dated August 20, 2021, (including any amendments thereto) for noise generated from roads, rail, and stationary sources. The Owner further agrees to have a qualified acoustical consultant prepare a Final Noise Feasibility Study once finished grades and house locations have been established to the satisfaction of the City and County. Details to be included in the subdivision agreement.
16. The Owner agrees to implement the recommendations contained in the Karn Road Environmental Impact Study prepared by Natural Resource Solutions Inc., dated August, 2021 (including any amendments).
17. The Owner agrees to implement the recommendations of the Functional Servicing Briefs (both the Cachet Developments and Karn Road Land Development reports) and the Master Environmental Servicing Plan, Karn Road Secondary Plan Area, by SCS Consulting Group Ltd., dated August, 2021, (including any amendments), including the preparation and submission of detailed servicing and grading plans to the satisfaction of the City.
18. The Owner agrees in writing that all foundations of existing buildings will be removed from the lands to the satisfaction of the City and that necessary fill be placed and compacted to the satisfaction of the City.
19. The Owner agrees in writing that all existing wells on the subject lands will be properly abandoned in accordance with Ontario Regulation 903 and that septic fields will be abandoned to the satisfaction of the City and that all necessary paperwork be submitted to the City.
20. The City agrees to reimburse the Owner for the 1.5m extra road width on select roads within the plan of subdivision.
21. The Owner agrees in writing that where any phasing involves the registration of more than 26 units on a single access (i.e., cul-de-sac or development of a street that is intended to be extended in the future but does not have connection to another point of access), a temporary emergency access shall be provided to serve the lands to the satisfaction of the City.
22. The Owner is advised that the City intends to recover costs incurred by the City during development of the existing subdivision to the east for work that benefits the subject properties.
23. The Owner agrees to plant street trees, including the preparation of a detailed landscape/street tree planting plan, to the satisfaction of the City.
24. The Owner agrees to landscape the SWMFs, including the preparation of a detailed landscape plan, to the satisfaction of the City.
25. The Owner agrees to prepare an arborist report/ tree preservation plan to the satisfaction of the City and provide compensation to the City as required.
26. The Owner agrees that SWMF Blocks be conveyed to the City free of all costs and encumbrances and to the satisfaction of the City.

27. The Owner agrees that prior to City assumption of a SWMF that sediment in the SWMF be removed and disposed of in accordance with industry guidelines/requirements and to the satisfaction of the City.
28. The Owner agrees that prior to conveyance of any OS Blocks (consisting of existing Hydro One infrastructure) to the City that the City be satisfied with any existing easement agreements and/or Hydro One requirements. The Owner further agrees to coordinate between Hydro One and the City for such matters which may include the registration of new easements, all of which to be at the Owner's expense.

Should we include a condition that allows the City and/or County to have the ability to review any cost sharing agreement(s) between KRDL and Cachet and to be satisfied with those agreements prior to the registering of any phase in either of the plan of subdivisions?

Please note, I have forwarded Paradigm's "Transportation Study Comment Response" document to the TIS peer review consultant for review.

I don't know if Reta has anything further to add.

Thanks.

Filippo D'Emilio, P.Eng.
Development & Special Projects Engineer
519 539-2382 ext. 3116

From: Filippo D'Emilio
Sent: Friday, April 8, 2022 9:38 AM
To: Andrea Hachler-OC <ahachler@oxfordcounty.ca>
Cc: Planning <planning@oxfordcounty.ca>; Craig Wallace <cwallace@cityofwoodstock.ca>; 'Greg Simon' <gsimon@oxfordcounty.ca>; Harold deHaan <hdehaan@cityofwoodstock.ca>; Reta Horan <rhoran@cityofwoodstock.ca>
Subject: RE: OP 21-18-8; SB 21-13-8; SB 21-14-8; ZN 8-21-21 & ZN 8-21-22 - Karn Road Development Corp. & Cachet Developments (Woodstock) Inc.

We have reviewed the above referenced applications and have the following comments:

Draft Plan of Subdivision (general comments):

1. Has HONI made any comments on this application? Please forward for our records.
2. Who will be the future owner of the OS block (existing hydro corridor)?
3. Please identify the Blocks intended to be conveyed to the City.
4. What is the status of the undeveloped blocks of land to the east of the subject property? Has there been conversations with the owner of those blocks to incorporate them into this development?
5. The City currently owns the block of land south of 136 Anderson St. (Block 156, 41M-124), however, is obligated to transfer ownership back to the developer should Anderson St. be extended. We note the proposed extension of Anderson St. is shown through a portion of Block 156. Anderson St. extension will have to be relocated outside of Block 156 (while still meeting the appropriate design guidelines) or Block 156 may need to be acquired by the Owner to facilitate the road extension.
6. An application for consent has been filed on 565079 Karn Rd. Please identify the proposed severed lot on the draft plan and provide the servicing strategy.
7. The draft plans should identify blocks for 1-foot reserves along Karn Rd. on either side of the future Anderson St. intersection and along the portions of the Streets D and J that front properties outside the plan of subdivision.

TIS:

1. City would like a connection of St D to Beachville Rd. Study (and Draft Plan) should reflect this. Street D north of Anderson should then be a 20m width ROW all of the way to Beachville Rd also.
2. The intersections of Anderson and Karn will have sight line deficiencies. The MESP indicates that it is expected that grading adjustments to the centerline of Karn Road will be required prior to the intersection being complete with estimated limits of road reconstruction to be reviewed during detailed design. We request a high-level conceptual design be completed at this stage as it will be necessary to confirm that the intersection can meet the required stopping and turning sight distances prior to draft plan approval. Please see comment 8 below with respect to posted speed limit.
3. LOS F for the NB LT movement at Mill and Bower is unacceptable. How is this going to be addressed?
4. Fig 2.2 is incorrect. It shows the old transit routes which were changes in August 2021. Section 2.3 should be updated accordingly
5. City would like to see a master traffic control plan (showing recommended traffic control measures to be used at various locations/intersections) for the proposed development. When establishing the recommended traffic control plan please consider traffic calming measures.
6. Why do future predictions only go to 2038? This is only 16 years out.
7. Section 4.5 discusses LOS for new intersections at 2028. Is this a typo? Should it be 2038 (the "future" conditions)?
8. Section 4.5: the posted speed limit on Karn Rd. at the proposed intersection with Anderson St. is 70km/h. Table 5 should be revised to the appropriate corresponding design speed. Revise Section 4.5.1 LT lane warrant analysis to determine if one is now required. Also, how does this impact conclusion in Section 4.5.2 and anywhere else in TIS?
9. Section 4.5.2 identifies a sight distance issue where TAC standards are not met. However there is no recommendation to address this issue other than to put the onus on the municipality in the future. Creation of a substandard intersection is a safety issue and not addressing this issue is not an option. The report/draft plan needs to be revised to remediate this issue.
10. Section 4.6, especially Table 4.8 is concerning. Two-way daily traffic on Anderson St. and Sixth Ave. is expected to increase significantly due to development traffic volumes. Can the existing geometry and configuration of these streets handle the additional traffic (section indicates Sixth is already over capacity – 1,000 trips/day in base year condition)? Was permitted on-street parking on these streets considered? Are LT lanes at Sixth/Mill and Anderson/Ingersoll warranted? How would a road connection from the subdivision to Beachville Road improve/reduce trips on Anderson and Sixth? We anticipate the existing residents in the existing subdivision will also be quite concerned with this data.
11. Our understanding is the TIS is to be peer reviewed as per County comments. Has this exercise started?
12. Does the horizontal curve on Anderson St. between Street I and existing Anderson St. meet TAC requirements for a posted speed limit of 50km/h? Please provide analysis. Refer also to comment 5 under Draft Plan of Subdivision above.
13. The TIS should consider future traffic that will be generated from the proposed gravel pit on the south side of Karn Rd.

Functional Servicing Briefs:

1. The report identifies a deficiency in water balance however offers no solution or remediation. This needs to be corrected. If use of LID is to be the solution (it is mentioned as being possible, however not confirmed), a discussion on proposed ownership and maintenance of the LID needs to be included.
2. There should be a discussion on anticipated impact of ground water on future foundations and sump pump activity along with discussion of mitigation of possible concerns. If sump pump activity is expected to be significant storm sewer pdcs with indirect connections to sump pumps should be considered.
3. The report states that WWTP has capacity for the development at full build out IF other proposed developments within Woodstock end up being deferred. The county will need to commit to providing adequate capacity to all approved developments.
4. Figure 6.2: s/w on Street I shown along Park frontage. Do we want it here or on opposite side of street for residents to maintain?

Master Environmental Servicing Plan:

1. Section 1.4 refers to a Karn Water Balance Assessment by A&A, however, the report did not appear to be included in the submission. Please advise.
2. SWM: LID is being proposed. Please provide details as to where, type, who maintains, etc.
3. Confirm overland flow route exits SWM blocks through Knudsen and Anderson in >250-year events (and not onto existing private property/rear yards). Confirm Knudsen and Anderson right-of-ways can safely convey overland flow.
4. Roof drains should be required to drain to the front of the properties where rear yards do not drain to a SWM pond; or is flow needed in the woodlot for water balance?
5. Review Figure 5.1 to show overland flow routes leaving development.
6. What is the height of the proposed retaining walls in the SWM blocks?
7. Table 5.3: should the Storage and Discharge column headings be switched?
8. Figure 6.1: the grading shown on the parkland proposes two areas of 3:1 slopes. Wondering if Parks is supportive of this?
9. Section 6.2.2: mentions a trail system. What trail?
10. Section 6.4: line of sight issue. Developer responsible to either reconstruct Karn or relocate intersection to address this issue. See comment 2 and 8 under TIS above.
11. Is a road connection to Beachville Road possible? Please provide
12. Recommend flow monitoring to confirm flow in SW Trunk?
13. Section 7.3.1: predicts a possible development parcel external. Did they assess this for SWM?
14. Section 8.2.1: our GIS records show that the Bower Hill Reservoir may also have a second drain that traverses across the proposed townhouse blocks to the east. Record indicates it is an old abandoned 400mm WM now used for drainage. It also show the 200mm drain connects to 400mm on future Street D. See attached GIS image. Can the County comment?
15. Section 8.2.1: would the County be willing to entertain the installation of DICBs and storm sewer (at developer's expense) along the east limit of the Bower Hill Reservoir property to intercept overland drainage with one storm lead connected through the townhouse block to Street G (instead of having 7-8 leads through townhouse blocks as shown on Figure 5.2)?
16. Section 8.2.2: if the northern portion of the 3 properties west of St. Andrew's Rd. were developed they would have frontage on Street J. Access, sanitary, and water would be provided from Street J. Could drainage not be directed/connected into the future storm sewer on Street J and conveyed to the South SWMF as opposed to extending the storm sewer on St. Andrew's Rd? Can you show the anticipated external drainage area for this development on Figure 5.1 with size and % impervious?
17. Section 8.3: if groundwater conditions are such that sump pumps for certain lots/unit are expected to be active indirect connections from sump pumps to the municipal storm sewer via storm sewer pdcs shall be considered. Is this information available at this stage? How could this affect SWMF block sizes?
18. Section 9.3: will ownership of the proposed OS block be transferred to the County? What is the width of this block – large enough to support a watermain and storm sewer with appropriate room for maintenance? Can a cross-section be provided? Noise barrier should be shown as well.
19. We would like to table a possible concern – there is a continuous, steady stream of water flowing into the southern roadside ditch on Ingersoll Rd. opposite MN 240 Ingersoll Rd. that appears may be coming from the proposed subdivision lands. We request additional information from the owners as to possible source and potential impact to future development (earthworks, servicing, home construction, etc.).

Noise:

1. Subdivision agreements and construction plans will require the inclusion of the sound walls and/or building conditions and purchase and sale agreement clauses as recommended in the report.
2. The noise study shall include an analysis of noise expected to be generated from future gravel pit operations to south of Karn Rd. opposite the subject property. An analysis of dust should also be included.
3. Section 4.1 indicates the Hydro One Karn Transformer Station was analyzed as a stationary noise source including the transformers themselves and fans associated with the transformers. We assume the transmission

lines that traverse the proposed subdivision in either direction from the Transformer Station also generate noise. Has this been confirmed and/or analyzed? Please advise.

4. Section 4.5: I believe R9 are proposed townhouses. Please review and revise as required.
5. Section 4.8.1: City is not supportive of Option 1 (Class 4 designation).
6. The County's Reservoir property was not mentioned as a possible noise source. Please provide justification.

Geotechnical:

1. Golder Report: can Table 2 be revised to include the approximate finished elevation based on the preliminary grading plan. This would give an idea of where groundwater may be situated in respect to final grade.

Preliminary Conditions of DP Approval (subject to addition or change):

1. The Owner agrees in writing to satisfy all the requirements, financial and otherwise, of the City regarding construction of roads, installation of services, including water, sanitary sewer, storm sewer, drainage facility, electrical distribution system, sidewalks, street lights, and other matters pertaining to the development of the subdivision in accordance with City standards.
2. The road allowances included in the draft plan of subdivision shall be dedicated as public highway to the satisfaction of the City.
3. The Owner agrees in writing that temporary turning circles and emergency access ways will be provided as necessary to the satisfaction of the City.
4. The streets included in the draft plan of subdivision shall be named to the satisfaction of the City.
5. The Owner agrees that 1-foot reserves and road widenings shall be conveyed to the City or County, as the case may be, free of all costs and encumbrances, to the satisfaction of the City or County.
6. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, that a Stormwater management report, grading plan, and an erosion and sediment control plan be reviewed and approved by the City and UTRCA and further, the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
7. The Owner agrees in writing that fencing shall be installed adjacent to City-owned lands, UTRCA lands, or as otherwise required by the City to the satisfaction of the City and UTRCA.
8. The subdivision agreement shall, if required by the City, make provisions for the dedication of parkland or cash in-lieu thereof, in accordance with the relevant provisions of the Planning Act. The Owner further agrees that woodlot/buffer lands shall not count towards the dedication of parkland.
9. Such easements as may be required for utility or drainage purposes outside of the proposed public right-of-ways shall be granted to the appropriate authority.
10. Prior to the signing of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the City's Zoning By-Law. Certification of lot areas, frontages, and depths, shall be provided to the City by an Ontario Land Surveyor retained by the Owner.
11. Prior to the signing of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the City.
12. The Owner agrees to provide the City with cash in-lieu of sidewalk to be installed in the future along the Karn Road frontage of the subject lands.
13. The Owner agrees to provide the City with cash in-lieu of street lights to be installed in the future along the Karn Road frontage of the subject lands.
14. The Owner agrees to implement the recommendations contained in the Karn Road Secondary Plan Transportation Study by Paradigm Transportation Solutions Limited, dated August, 2021, including any amendments thereto, to the satisfaction of the County and City.
15. The Owner agrees to implement the recommendations contained in the Noise Feasibility Study by HGC Engineering dated August 20, 2021, (including any amendments thereto) for noise generated from roads, rail, and stationary sources. The Owner further agrees to have a qualified acoustical consultant prepare a Final Noise Feasibility Study once finished grades and house locations have been established to the satisfaction of the City and County. Details to be included in the subdivision agreement.

16. The Owner agrees to implement the recommendations contained in the Karn Road Environmental Impact Study prepared by Natural Resource Solutions Inc., dated August, 2021 (including any amendments).
17. The Owner agrees to implement the recommendations of the Functional Servicing Briefs (both the Cachet Developments and Karn Road Land Development reports) and the Master Environmental Servicing Plan, Karn Road Secondary Plan Area, by SCS Consulting Group Ltd., dated August, 2021, (including any amendments), including the preparation and submission of detailed servicing and grading plans to the satisfaction of the City.
18. The Owner agrees in writing that all foundations of existing buildings will be removed from the lands to the satisfaction of the City and that necessary fill be placed and compacted to the satisfaction of the City.
19. The Owner agrees in writing that all existing wells on the subject lands will be properly abandoned in accordance with Ontario Regulation 903 and that septic fields will be abandoned to the satisfaction of the City and that all necessary paperwork be submitted to the City.
20. The City agrees to reimburse the Owner for the 1.5m extra road width on select roads within the plan of subdivision.
21. The Owner agrees in writing that where any phasing involves the registration of more than 26 units on a single access (i.e., cul-de-sac or development of a street that is intended to be extended in the future but does not have connection to another point of access), a temporary emergency access shall be provided to serve the lands to the satisfaction of the City.
22. The Owner is advised that the City may request to recover costs incurred by the City during development of the existing subdivision to the east for work that benefits the subject properties.
23. The Owner agrees to plant street trees, including the preparation of a detailed landscape/street tree planting plan, to the satisfaction of the City.
24. The Owner agrees that SWMF Blocks be conveyed to the City free of all costs and encumbrances and to the satisfaction of the City.
25. The Owner agrees that prior to City assumption of a SWMF that sediment in the SWMF be removed and disposed of in accordance with industry guidelines/requirements and to the satisfaction of the City.

Please respond to the comments above in writing and make the requested revisions to the documents.

Filippo D'Emilio, P.Eng.
519 539-2382 ext. 3116

**Public Works**

P. O. Box 1614, 21 Reeve Street, Woodstock Ontario N4S 7Y3

Phone: 519-539-9800 • Fax: 519-421-4711

Website: www.county.oxford.on.ca

MEMO

DATE: February 1, 2023

FROM: Public Works

TO: Community Planning

CC: Eric Gilbert, Haylee Hallema, Filippo D'Emilio

RE: SB21-13-8; SB21-14-8; ZN8-21-21; ZN8-21-22; OP21-18-8
Karn Road Development Corp. and Cachet Developments (Woodstock) Inc.
City of Woodstock

Oxford County Public Works has reviewed the above noted planning application files and has the following comments:

OP21-18-8:

Oxford County Public Works has no comment

ZN8-21-21; ZN8-21-22:

Oxford County Public Works has no comment

SB21-13-8; SB21-14-8:

The Owner(s) should be aware that the following County PW review fees will be required throughout the subdivision planning process:

- Fee for Watermain Review and Regulatory approval – Form 1, \$1,200
- Fee for Sanitary review, CLI process, \$1,200
- Inspection fees of 1.5% required at time of execution of subdivision agreement for sanitary, watermain and storm
- Fee for County hydraulic modelling review, \$500

- Fee for County PW clearance of draft plan conditions, \$100 / per lot or block, to a maximum of \$2,000, per phase

The draft plan conditions shall contain the following provisions:

The Owner shall agree that prior to the issuance of building permits; construction and commissioning of the new Water Booster Pumping Station is required.

The subdivision agreement shall make provision for the assumption and operation by the County of Oxford of the water and sewage system within the draft plan subject to the approval of the County of Oxford Department of Public Works.

The Owner agrees in writing that a 0.3 meter (1 foot) reserve along the Oxford Road 9 frontage of the subject lands will be conveyed to the County of Oxford, free of all costs and encumbrances, to the satisfaction of Oxford County Public Works.

The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Noise Feasibility Study prepared by HGC Engineering, August 2021. The Owner shall also include the following wording clause in future purchase and sale of properties located within Block(s) 270 to 273 (inclusive): *Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to the Booster Pumping Station and Water Reservoir may occasionally interfere with some activities of the dwelling occupants.*

The Owner shall agree that where existing municipal infrastructure (roads, sidewalks, sewers, watermains, etc. located external to the development land) is insufficient to accommodate the proposed development, the Owner shall be required to improve and/or relocate the existing infrastructure. These costs shall be borne solely by the Developer.

The Owner shall demonstrate to the satisfaction of the County of Oxford that the entire subdivision shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.

The Owner shall agree to prepare, and submit for the approval of Oxford County Public Works, detailed servicing plans designed in accordance with Oxford County Design Guidelines. Both PDF and CAD DWG's will be provided to the County.

The Owner shall agree to prepare, and submit final as built PDF and CAD drawings of the subdivision upon completion of each phase of construction.

Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Woodstock water and sanitary sewer systems to service the plan of subdivision.

The Owner agrees to provide such easements as may be required for utility or drainage purposes outside of the proposed public right-of-ways shall be granted to the appropriate authority.

The Owner agrees in writing to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, booster pumping station, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision.

Prior to final approval by the County, the Owner shall properly decommission any abandoned private services (water well, cistern and/or septic system) located on the subject lands, in accordance with the Ontario Water Resources Act, R.S.O. 1990 (Ontario Regulation No. 903) and to the satisfaction of the County of Oxford Department of Public Works.

If there are any questions please contact Kevin Lukawiecki, P. Eng., Project Engineer, County of Oxford Public Works. (519-539-9800 x 3117, klukawiecki@oxfordcounty.ca)



Kevin Lukawiecki, P. Eng.
Project Engineer



Reuben Davis, P. Eng.
Supervisor of Engineering Services



CANADA POST
2701 RIVERSIDE DRIVE SUITE N0820
OTTAWA ON K1A 0B1

CANADAPOST.CA

POSTES CANADA
2701 PROM RIVERSIDE BUREAU N0820
OTTAWA ON K1A 0B1

POSTESCANADA.CA

November 9, 2021

Andrea Hächler
Senior Planner
Community Planning
County of Oxford
ahachler@oxfordcounty.ca
Phone: 519-539-0015 ext. 3217

Reference: OP 21-18-8; SB 21-13-8; SB 21-14-8; ZN 8-21-21 & ZN 8-21-22 - Karn Road Development Corp. & Cachet Developments (Woodstock) Inc.

Canada Post has reviewed the proposal for the above noted Development and has determined that the completed project will be serviced by centralized mail delivery provided through Canada Post Community Mail Boxes AND through our centralized delivery policy which applies for any buildings of 3 or more self-contained units with a common indoor area.

*Multi-unit buildings and complexes (residential and commercial) with a common lobby, common indoor or sheltered space, require a centralized lock box assembly which is to be provided by, installed by, and maintained by the developer/owner at the owner's expense. **Buildings with 100 units or more must have a rear loading Lock Box Assembly with dedicated secure mail room.***

In order to provide mail service to this development, Canada Post requests that the owner/developer comply with the following conditions:

- ⇒ The owner/developer will consult with Canada Post to determine suitable permanent locations for the placement of Community Mailboxes and to indicate these locations on appropriate servicing plans.
- ⇒ The Builder/Owner/Developer will confirm to Canada Post that the final secured permanent locations for the Community Mailboxes will not be in conflict with any other utility; including hydro transformers, bell pedestals, cable pedestals, flush to grade communication vaults, landscaping enhancements (tree planting) and bus pads.
- ⇒ The owner/developer will install concrete pads at each of the Community Mailbox locations as well as any required walkways across the boulevard and any required curb depressions for wheelchair access as per Canada Post's concrete pad specification drawings.
- ⇒ The owner/developer will agree to prepare and maintain an area of compacted gravel to Canada Post's specifications to serve as a temporary Community Mailbox location. This location will be in a safe area away from construction activity in order that Community Mailboxes may be installed to service addresses that have occupied prior to the pouring of the permanent mailbox pads. This area will be required to be prepared a minimum of 30 days prior to the date of first occupancy.
- ⇒ The owner/developer will communicate to Canada Post the excavation date for the first foundation (or first phase) as well as the expected date of first occupancy.

- ⇒ The owner/developer agrees, prior to offering any of the residential units for sale, to place a "Display Map" on the wall of the sales office in a place readily available to the public which indicates the location of all Canada Post Community Mailbox site locations, as approved by Canada Post and the city of Woodstock.
- ⇒ The owner/developer agrees to include in all offers of purchase and sale a statement, which advises the prospective new home purchaser that mail delivery will be from a designated Community Mailbox, and to include the exact locations (list of lot #s) of each of these Community Mailbox locations; and further, advise any affected homeowners of any established easements granted to Canada Post.
- ⇒ The owner/developer will be responsible for officially notifying the purchasers of the exact Community Mailbox locations prior to the closing of any home sales with specific clauses in the Purchase offer, on which the homeowners do a sign off.

Canada Post further requests the owner/developer be notified of the following:

- 1 The owner/developer of any condominiums will be required to provide signature for a License to Occupy Land agreement and provide winter snow clearance at the Community Mailbox locations
- 2 Enhanced Community Mailbox Sites with roof structures will require additional documentation as per Canada Post Policy
- 3 There will be no more than one mail delivery point to each unique address assigned by the Municipality
- 4 Any existing postal coding may not apply, the owner/developer should contact Canada Post to verify postal codes for the project
- 5 **The complete guide to Canada Post's Delivery Standards can be found at:**
https://www.canadapost.ca/cpo/mc/assets/pdf/business/standardsmanual_en.pdf

Regards,

Neil Mazey
Delivery Services Officer | Delivery Planning
Huron/Rideau Region
955 Highbury Ave N
London ON N5Y 1A3
(519) 281-2253
neil.mazey@canadapost.ca

From: [REDACTED]
To: [Planning](#)
Subject: Development Beachville Road & Karn Road
Date: December 2, 2021 2:41:29 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Andrea, I am the property owner of [REDACTED]. I have just received a letter about a zone change behind our house. We just recently moved here and one of the reasons we purchase the house was the farm view.

I would like to state the I am against putting townhomes on Street J. These houses are too close and they were not on the original plan that I saw. I will be attending the meeting on Dec 6th. I understand things need to be developed in Woodstock but you will be ruining our beautiful view and putting houses too close to people who already live here. This street is not needed. They have put enough houses in the area. It should be left as park space and not destroyed. I am not sure how Woodstock works but I would hope you would take in to consideration the people who live here.

I also hoped you could send me a map that I could view better. I cannot read the small print.

Questions.....

What does storm management mean?

How many houses are in a townhome block?

Thank you for your time,
Lisa Beeby

From: [Andrea Hachler](#)
To: [Planning](#)
Subject: FW: 565055 Karn Road
Date: April 22, 2022 9:46:25 AM

Re: OP 21-18-8

From: Sean Happl [REDACTED]
Sent: April 22, 2022 9:44 AM
To: Andrea Hachler <ahachler@oxfordcounty.ca>
Cc: Jessie HaKong <jessie@cachetdevelopments.com>; Brandon Flewwelling (brandonf@gspgroup.ca) <brandonf@gspgroup.ca>
Subject: Re: 565055 Karn Road

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi Andrea,

I hope all is well. As per our conversation, I am following up regarding the Karn Rd development. If you could please have your office keep us informed on any zoning changes or any new developments in regards to the annexed lands, preferably via email and / or our mailing address [REDACTED]

As the plan exists now, we are opposed to housing backing onto our facility - it would directly have a negative impact on the businesses that are operating there, now, and in the future. We are willing to work with your office and the developer, to find a solution to this, but it must be addressed.

I had a brief conversation with the developer, Jessie HaKong, at the end of last year, and had voiced our concerns.

Again, I would greatly appreciate if your office can keep us informed with any notices or updates regarding this development on Karn Rd.

Thank you and have a good weekend.

Regards,

Sean Happl

[REDACTED]
[REDACTED]
[REDACTED]

Karn Road Development

Note:

For the purpose of these notes, the development site and plans will be labeled as DEV and the property owned by Robert and Lone Battle as BAT.

Traffic:

Three exits from the site (DEV) are planned starting from the west

- 1 Karn road and Anderson
- 2 Karn Roan and D Street
- 3 Anderson into city core

Typical destinations from each of these egress points are:

1. Karn Road and Anderson, traffic headed and returning from London, Ingersoll and Hwy 2
2. Traffic headed to Norwich Ave and Parkinson Road area. This is the destination for Shopping (Walmart, Canadian Tire, Home Depot), Employment, Education (St Pats High School, Fanshawe), Recreation (Restaurants & Pubs), Accommodation (Holiday Inn, Quality Inn, Best Western) and access to 401 at hwy 59
3. Anderson and cities western core. Destination for Dundas Street, Beachville Road and city core

Thru Traffic

The DEV plan indicates the volume of trip generation to be at 1426 vehicles per hour. It indicates an expected flow thru the Karn Road / D street intersection at 67%.

Our estimates very closely match these numbers: Trip generation 1440 v/h with intersection usage (Karn Road and D Street) at 60%.

If peak hours are considered 2.5 hours in the AM and 3 hours in the PM this equates up to 2.9 vehicles per minute (1440 @67% divide by 5.5 peak hours = 2.9 vehicles per minute during peak periods)

The concern we have (BAT) is the traffic noise, light pollution (Headlights and street lighting) and dust. Our out door living area (deck and hot tub) are within 3m of the property line and would be very affected by D street activity

We would like to see a sound barrier erected along the west side of BAT of 486' (148m) to mitigate traffic noise, lighting, and intrusion from the D street activity to the intersection of D street to the south side of J Street and then continue east along the south side of J Street for 136' (41m)

Sanitary System

At the preliminary meeting, August 22, 2019, it was indicated that connection to the city sewer system would be mandatory:

- If the property owner's septic system failed
- or
- if property owners on each side of a septic system installation had sewer connections.

Q. Who bears the cost of these connections?

It was originally indicated that BAT would be connected to the system serving DEV.

Later this was put in doubt.

Some of the buildings on Karn Road do not have access to city sewers. It was dictated that any septic failures would require connection to the city systems primarily located within the new development. A suggestion that this might not be feasible was made. The extension of the sewer line ending from one lot west of the old South West township / Woodstock boundary might be more practical and would serve more new clients in a shorter distance. The gradient favors' this consideration

Blocks 186, 187 & 188 are to be serviced by DEV and are in close proximity to BAT and could be considered prime connection points.

Noise:

The noise levels for the Karn Road area are indicated as <55 dba.. Its not clear when these levels are expected and where. There has been no opportunity to test for these obviously. They seem quite low for peak travel periods along D Street and are not comfortable as a mostly constant level



SHAPING GREAT COMMUNITIES

November 9, 2022

File No. 20098/20099

**Re: Karn Road Secondary Plan
Plan of Subdivision SB 21-13-8 / SB 21-14-8
Karn Road Land Development Corporation & Cachet Developments (Woodstock) Inc.
Final Zoning Summary**

Below I have updated the proposed site-specific zoning that we have agreed to with City and County Staff.

| R1 Zone (Lots having 12m of frontage or greater) | | | |
|--|--------------------|----------------------------------|-----------------|
| Zone Provision | Requirement | Requested | Comments |
| Lot Area | 370 m ² | 360 m ² | Staff Support |
| Corner Lot Area | 540 m ² | 459 m ² | Staff Support |
| Lot Coverage | | | |
| Max. for Dwelling House | 40% Lot Area | 40% Lot Area | No Change |
| Max. for all Main buildings and accessory buildings | 45% Lot Area | 45% Lot Area | No Change |
| Lot Frontage (min) | | | |
| Interior Lot | 12.0m | 12.0m | No Change |
| Corner Lot | 18.0m | 18.0m | No Change |
| Min. Lot Depth (min) | 28.0m | 28.0m | No Change |
| Front Yard Depth (min) | 6 m | 4.5 m to dwelling, 6 m to garage | Staff support |
| Rear Yard Depth (min) | 7.5m | 7.5m | No Change |

PLANNING | URBAN DESIGN | LANDSCAPE ARCHITECTURE

72 Victoria St. S., Suite 201, Kitchener, ON, N2G 4Y9

162 Locke St. S., Suite 200, Hamilton, ON, L8P 4A9

gspgroup.ca

| Zone Provision | Required | Requested | Comments |
|---|--|--|---------------|
| Interior Side Yard width (min) | 3.0m on one side, 1.2m on the other side, except that where a garage or carport is attached to or is within the main building on the lot, or the lot is a corner lot, the minimum interior side yard shall be 1.2m | 3.0m on one side, 1.2m on the other side, except that where a garage or carport is attached to or is within the main building on the lot, or the lot is a corner lot, the minimum interior side yard shall be 1.2m | No Change |
| Exterior Side Yard width (min) | 4.5m | 4.5m | No Change |
| Setback Minimum distance from centreline of an arterial road | N/A | N/A | No Change |
| Landscaped Open Space (min) | 30% Lot Area | 30% Lot Area | No Change |
| Height (max) | 11 m | 12.5 m | Staff support |
| Number of Dwelling Houses per Lot (max) | 1 | 1 | No Change |

R2 Zone – Single Detached

| Zone Provision | Requirement | Requested | Comments |
|---------------------|--------------------|--------------------|---------------|
| Lot Area | | | |
| Interior Lot | 290 m ² | 274 m ² | Staff support |
| Corner Lot | 340 m ² | 340 m ² | No Change |

| Zone Provision | Requirement | Requested | Comments |
|---|---|--|---|
| Lot Coverage Dwelling | 41% | 46% | Staff Support |
| Dwelling + Accessory Bldg | 47% | 51% | |
| Lot Frontage | | | |
| Interior Lot | 9.0 m | 9.0 m | No Change |
| Corner Lot | 12.0 m | 12.0 m | No Change |
| Lot Depth | 28 m | 28 m | No Change |
| Front Yard Depth (min) | 6 m | 4.5 m dwelling, 6 m garage | Staff support |
| Rear Yard Depth | 7.5 m | 7.5 m | No Change |
| Interior Side Yard (min) | 3.0 m one side and 1.2 m on other side, except where a garage or carport is attached or is within the main building on the lot, or the lot is a corner lot, the minimum interior side yard width shall be 1.2 m | 1.2 m on one side and 0.6m on other side | Min. 1.8m between buildings is supported. That is 0.6 on one side and 1.2 on the other side. Never less than 1.8m between buildings |
| Exterior Side Yard Width | 4.5m | 4.5m | No Change |
| Setback | N/A | N/A | N/A |
| Minimum distance from centreline of arterial road designated on Schedule "B" | | | |

| Zone Provision | Requirement | Requested | Comments |
|--|--------------|--------------|---|
| Landscape Open Space (min) | 30% Lot Area | 30% Lot Area | Staff Support – May look at further defining of “hardscaping” vs. “landscaping” |
| Height (max) | 11 m | 12.5 m | Staff Support |
| Number of Dwelling Houses per Lot | 1 | 1 | No Change |

| R3 Zone – Street Row Dwelling | | | |
|---|--------------------------|--------------------------|---------------|
| Zone Provision | Requirement | Requested | Comments |
| Lot Area | | | |
| Interior Unit (2 walls attached to adjoining units) | 150 m2 per dwelling unit | 150 m2 per dwelling unit | No Change |
| Exterior Unit (only 1 wall attached to adjoining unit) | 240 m2 per dwelling unit | 240 m2 per dwelling unit | No Change |
| Lot Coverage (dwelling) | 45% | 50% | Staff support |
| Dwelling + Accessory Buildings | 45% | 60% | |
| Lot Frontage | | | |
| Interior Unit | 5.0 m | 5.0 m | No Change |
| Exterior Unit | 8.0 m | 8.0 m | No Change |

| Zone Provision | Requirement | Requested | Comments |
|--|---------------------|------------------------------|--|
| Lot Depth (min) | 28 m | 27.5 m | Limited support for reduced lot depth as shown in Appendix A |
| Front Yard Depth (min) | 6 m | 4.5 m dwelling 6 m garage | Staff support |
| Rear Yard Depth (min) | 7.5 m | 7.5 m | No Change |
| Interior Side Yard (min) | 3.0 m for end units | 1.5 m for end units | Staff support |
| Exterior Side Yard Width (min) | 4.5 m | 4.5 m | No Change |
| Setback | | | |
| Minimum distance from centreline of arterial road | N/A | N/A | N/A |
| Landscape Open Space (min) | 30% | 30% | No Change |
| Height (max) | 11 m | 12.5 m | Staff support |
| Number of Dwelling Houses per Lot | 1 | 1 | No Change |

Zoning Summary prepared by Brandon Flewwelling, GSP Group Inc.

Appendix A – Reduced lot depth – R3 Zone



Schedule "A"
To Report No. CP 2023-107

CONDITIONS OF DRAFT APPROVAL –
SB 21-13-8 and SB 21-14-8
Cachet Developments (Woodstock) Inc.
Karn Road Land Development Corp.

1. This approval applies to the draft plans of subdivision submitted together by Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc. and prepared by GSP Group, as shown on Plate 3 of Report No. 2023-43 and comprising Lot 14 and Part Lot 30, RCP 1621 (South-West Oxford), in the City of Woodstock comprising 429 lots for single detached dwellings, 230 townhouse dwellings, one block for future high density residential development, 1 park block, 1 parkette, 3 stormwater management blocks, and 7 open space blocks served by a number of municipal roads and walkways, amended to include the following:
 - a. All 0.3 m (1 ft) reserves shall be included in the final plan(s) for registration, as required by the City and/or County.
 - b. Lands shown on the draft plans located on the south side of the easterly end of Street J will be shown on the final plan(s) for registration and will be developed for low to medium density use in a manner satisfactory to the City of Woodstock.
2. The owner agrees in writing to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the construction of roads, installation of services, including water, sanitary sewer, storm sewer, drainage facilities, electrical distribution systems, sidewalks, streetlights, trees and other matters pertaining to the development of the subdivision in accordance with the standards of the City of Woodstock.
3. The road allowances included in the draft plan of subdivision shall be dedicated as public highways to the satisfaction of the City of Woodstock.
4. The streets included in the draft plan of subdivision shall be named to the satisfaction of the City of Woodstock.
5. The Owner agrees in writing that temporary turning circles and emergency access ways will be provided as necessary to the satisfaction of the City of Woodstock.
6. The Owner agrees that 0.3 m (1.0 ft) reserves and road widening shall be conveyed to the City or County, as the case may be, free of all costs and encumbrances, to the satisfaction of the City and/or County.
7. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, that a stormwater management report, grading plan, and an erosion and sediment control plan be reviewed and approved by the City and UTRCA and further, the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
8. The Owner agrees in writing that fencing shall be installed adjacent to City-owned lands and along property lines (including within the woodlot along the property line) or as otherwise required by the City to the satisfaction of the City.

9. The subdivision agreement shall, as determined by the City, make provisions for the dedication of parkland or cash in-lieu thereof, in accordance with the relevant provisions of the Planning Act. The Owner further agrees that woodlot/buffer lands or any lands subject to Hydro One easements shall not be counted towards the dedication of parkland.
10. The Owner agrees in writing that no materials or soil will be stored on lands identified as parkland at any time.
11. Such easements as may be required for utility, noise barrier, drainage purposes, etc. outside of the proposed public right-of-ways shall be granted to the appropriate authority.
12. Prior to the signing of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the City's Zoning By-Law. Certification of lot areas, frontages, and depths, shall be provided to the City by an Ontario Land Surveyor retained by the Owner.
13. Prior to the signing of the final plan by the County, the zoning of Block 284 will include an "H" holding provision, with specific direction that the "H" shall not be removed from the lands until:
 - i. detailed plans for development of Block 284 have been submitted and reviewed by a qualified Acoustic Engineer experienced with mineral aggregate operations;
 - ii. a Noise Impact Assessment (NIA) that evaluates noise impacts and provides mitigation recommendations related to the development of Block 284 has been approved by the City and County;
 - iii. the Owner agrees in writing that any mitigation measures that are identified in the NIA shall be implemented at the sole expense of the Owner of Block 284;
 - iv. the NIA has been circulated to the owners of the licensed pit operation (Pit Licence No. 626186 (S.A.M.I. Holdings LTD) and the licensed pit operation to the southwest; and
 - v. any other matters that are deemed to be appropriately included in the zoning of Block 284, to the satisfaction of the City and County.
14. The Owner agrees to provide the City with cash in-lieu of sidewalk to be installed in the future along the Karn Road frontage of the subject lands.
15. The Owner agrees to provide the City with cash in-lieu of street lights to be installed in the future along the Karn Road frontage of the subject lands.
16. The Owner agrees to implement the recommendations contained in the Karn Road Secondary Plan Transportation Impact Study by Paradigm Transportation Solutions Limited, date August, 2021 (TIS), including any amendments thereto, to the satisfaction of the County and City; specifically:
 - a. The Owner acknowledges that the TIS identifies a sight line concern at the proposed intersection of Karn Road and Anderson Street. The Owner agrees that the noted sight line concern shall be addressed during detailed design to the satisfaction of the City, and further agrees that the design and construction of the intersection shall be at the Owner's expense.
 - b. The Owner agrees to conduct a detailed engineering review of traffic impacts on the existing local/collector residential streets to the east of the subject lands and to recommend and implement suitable traffic calming/improvement measures, at the Owner's expense and to the satisfaction of the City.

- c. The Owner agrees to conduct detailed engineering review of the connection of proposed Anderson Street to existing Anderson Street to ensure proper sight lines are addressed and the design is in conformance with industry and City of Woodstock standards.
17. The Owner agrees to implement the recommendations contained in the Noise Feasibility Study by HGC Engineering, dated December 19, 2022, including any amendments thereto, for noise generated from roads, rail, stationary sources and the potential impacts related to the licensed aggregate extraction pit to the south, and further agrees to have a qualified acoustical consultant prepare a Final Noise Study at such time as finished grades and dwelling locations have been established to the satisfaction of the County and City and where required, details regarding mitigation measures shall be included in the subdivision agreement.
18. The Owner agrees to implement the recommendations contained in the Karn Road, Woodstock, Environmental Impact Study Report prepared by Natural Resource Solutions Inc., dated December, 2022, including any amendments thereto, including but not limited to a tree compensation for tree removal to the City to the satisfaction of the City; vegetation plantings in the proposed buffer areas to the satisfaction of the City; and a Stewardship Brochure to be distributed to landowners with properties backing on to natural features to the satisfaction of the City.
19. The Owner agrees to implement the recommendations of the Functional Servicing Briefs (both Cachet Developments (Woodstock) Inc. and Karn Road Land Development Corp. Reports) and the Master Environmental Servicing Plan, Karn Road Secondary Plan Area, by SCS Consulting Group Ltd., dated December 21, 2022, including any amendments thereto, including the preparation and submission of detailed servicing and grading plans to the satisfaction of the City.
20. The Owner agrees to plant street trees, including the preparation of a detailed landscape/street tree planting plan, to the satisfaction of the City.
21. The Owner agrees in writing that all foundations of existing buildings will be removed from the lands to the satisfaction of the City and that necessary fill be placed and compacted to the satisfaction of the City, and further, that all existing wells on the subject lands will be properly abandoned in accordance with Ontario Regulation 903 and that septic fields will be decommissioned and abandoned to the satisfaction of the City.
22. The City agrees to reimburse the Owner for the 1.5 m extra road width on select roads within the plan of subdivision.
23. Prior to the signing of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the City and County.
24. The Owner agrees in writing that where any phasing proposed to involve the registration of more than 26 units on a single access (i.e., cul-de-sac or development of a street that is intended to be extended in the future but does not have connection to another point of access), a temporary emergency access shall be provided to serve the lands or the limits of the Phase shall be revised to the satisfaction of the City.

25. The Owner agrees in writing that the City may, and intends to, recover costs incurred by the City during the development of the existing subdivision to the east for work that benefits the subject properties.
26. The Owner agrees that SWMF Blocks be conveyed to the City free of all costs and encumbrances and to the satisfaction of the City.
27. The Owner agrees that prior to City assumption of a SWMF that sediment in the SWMF be removed and disposed of in accordance with industry guidelines/requirements and to the satisfaction of the City.
28. The Owner agrees to landscape the stormwater management facility (SWMF), including the preparation of a detailed landscape design plan, to the satisfaction of the City.
29. The Owner agrees that prior to conveyance of any Blocks consisting of Hydro One infrastructure to the City, that the City be satisfied with any existing easement agreements and/or Hydro One requirements. The Owner further agrees to coordinate between Hydro One and the City for such matters which may include the registration of new easements, all of which will be at the Owner's expense.
30. The Owner agrees to prepare an arborist report/tree preservation plan which identifies any trees within the woodlot and any lands that will be conveyed to the City of Woodstock and will be responsible for any removals to the satisfaction of the City. Removals must be completed prior to the installation of any fencing along property lines before assumption.
31. The Owner agrees that the City and/or County shall review and approve any cost sharing agreements between Karn Road Land Development Corp. and Cachet Developments (Woodstock) Inc., if such agreement is required between the noted parties, prior to the registration of any and each phase of the plan of subdivision.
32. The Owner shall agree in writing that prior to the issuance of building permits, a new Water Booster Pumping Station shall be constructed and commissioned to the satisfaction of the County of Oxford.
33. The Owner agrees in writing that a 0.3 meter (1 foot) reserve along the Oxford Road 9 (Beachville Road) frontage of the subject lands will be conveyed to the County of Oxford, free of all costs and encumbrances, to the satisfaction of Oxford County Public Works.
34. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Noise Feasibility Study prepared by HGC Engineering, August 2021 and shall include the following clause in all agreements of purchase and sale of properties located within Blocks 270 to 273 (inclusive):

'Purchasers/tenants are advised that despite the inclusion of noise control features in the development and within the building units, sound levels due to the Booster Pumping Station and Water Reservoir may occasionally interfere with some activities of the dwelling occupants.'

35. The Owner shall agree in writing that where existing municipal infrastructure (roads, sidewalks, sewers, watermains, etc. located external to the development) is insufficient to accommodate the proposed development, the owner shall be required to improve and/or relocate the existing infrastructure and that the costs associated with same shall be borne solely by the owner.
36. The Owner shall demonstrate to the satisfaction of the County that the entire subdivision shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.
37. The Owner agrees in writing to prepare and submit for the approval of Oxford County Public Works, detailed servicing plans designed in accordance with Oxford County Design Guidelines and that both PDF and CAD drawings shall be provided to the County.
38. The Owner agrees in writing to prepare and submit final as-built PDF and CAD drawings for the subdivision upon completion of each phase of construction.
39. The subdivision agreement shall make provision for the assumption and operation by the County of Oxford of the water and sewage system within the draft plan, subject to the approval of the County of Oxford Public Works Department.
40. Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Public Works Department that there is sufficient capacity in the Woodstock water and sanitary sewer systems to service the plan of subdivision.
41. The Owner agrees in writing to satisfy all requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, booster pumping station, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision.
42. Prior to final approval by the County, the Owner shall properly decommission any abandoned private services (water well, cistern and/or septic system) located on the subject lands, in accordance with the Ontario Water Resources Act, R.S.O. 1990 (Ontario Regulation No. 903) and to the satisfaction of the County of Oxford Public Works Department and City of Woodstock.
43. Prior to the final approval of the plan by the County, the final Environmental Impact Study shall be submitted and reviewed by the Upper Thames River Conservation Authority (UTRCA) and further, that the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out mitigation measures identified by the UTRCA to the satisfaction of the City of Woodstock, in consultation with the UTRCA.
44. Prior to the final approval of the plan by the County, the final Functional Servicing Report and Stormwater Management Report which addresses outstanding comments and concerns of the UTRCA shall be submitted and reviewed by the UTRCA and that the subdivision agreement shall include provisions for the Owner to carry out or cause to be carried out any necessary works in accordance with the said report.
45. In accordance with Ontario Regulation 157/06 made pursuant to Section 28 of the Conservation Authorities Act, the Owner shall obtain the necessary permits/approvals from the UTRCA prior to undertaking any site alteration or development within the UTRCA Regulated Area including filling, grading, construction, site alteration to watercourse and/or interference with a wetland.

46. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Canada Post Corporation with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.
47. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Enbridge/Union Gas that the owner/developer provide Enbridge Gas Limited with the necessary easements and/or agreements required for the provision of gas services, to the satisfaction of Enbridge/Union Gas.
48. Prior to the approval of the final plan by the County, the Owner shall agree in writing to convey any easements as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada. The Owner also agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.
49. Prior to the approval of the final plan by the County, the Owner shall agree in writing to that the following clause shall be included in all agreements of purchase and sale to the satisfaction of the Thames Valley District School Board:

'The Owner shall inform all Purchasers of residential lots by including a condition in all Purchase and/or Lease Agreements stating that the construction of additional public school accommodation is dependent upon funding approval from the Ontario Ministry of Education, therefore, the subject community may be designated as a "Holding Zone" by the TVDSB and pupils may be assigned to existing schools as deemed necessary by the Board.'
50. Prior to final approval by the County, the owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.
51. Prior to final approval by the County, the County of Oxford shall be advised by the City of Woodstock that conditions 2 to 31 (inclusive) & 43, have been met to the satisfaction of the City. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
52. Prior to final approval by the County, the owner shall secure clearance from the County of Oxford Public Works Department that conditions 6, 11, 13, 16, 17, 23, 32 to 43 (inclusive), and 51 have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
53. Prior to final approval by the County, the owner shall secure clearance from the Upper Thames River Conservation Authority that conditions 7, and 44 to 46 (inclusive), have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
54. Prior to final approval by the County, the County of Oxford shall be advised by Canada Post Corporation that condition 47 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.

55. Prior to final approval by the County, the County of Oxford shall be advised by Enbridge Gas that condition 48 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
56. Prior to final approval by the County, the County of Oxford shall be advised by Bell Canada that condition 49 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
57. Prior to final approval by the County, the County of Oxford shall be advised by the Thames Valley District School Board that condition 50 has been met to the satisfaction of Canada Post. The clearance letter shall include a brief statement detailing how this condition has been satisfied.
58. The plan of subdivision shall be registered within on or before April 12, 2026, after which time this draft approval shall lapse unless an extension is authorized by the County of Oxford.

THE COUNTY OF OXFORD

BY-LAW NO. ####-2023

BEING a By-Law to adopt Amendment Number 292 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 292 to the County of Oxford Official Plan has been recommended by resolution of the Council of the City of Woodstock and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 292 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

| | |
|--------------|--------|
| | |
| MARCUS RYAN, | WARDEN |

| | |
|------------------|-------|
| | |
| CHLOÉ J. SENIOR, | CLERK |

AMENDMENT NUMBER 292

TO THE COUNTY OF OXFORD OFFICIAL PLAN

The following text and schedules attached hereto, constitute Amendment Number 292 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to redesignate certain lands within the City of Woodstock from 'Agricultural Reserve' and 'Future Urban Growth' to 'Large Urban Centre' to recognize the lands as being part of the Woodstock settlement boundary and further, to designate lands for 'Low Density', 'Medium Density' and 'High Density' residential use. Portions of the lands will also be designated 'Open Space' and 'Environmental Protection'.

2.0 LOCATION OF LANDS AFFECTED

This amendment applies to lands described as Lot 14 and Lot 30, Registrar's Compiled Plan 1621 in the City of Woodstock. The lands are located west of Mill Street in Woodstock and extend from Karn Road north to Beachville Road.

3.0 BASIS FOR THE AMENDMENT

The subject amendment has been initiated to incorporate the subject lands into the Large Urban Settlement area of Woodstock and to designate the lands to Low, Medium and High Density Residential, Open Space and Environmental Protection. The subject lands comprise approximately 70 ha (175 ac). The application is proposing to designate approximately 17 ha (42 ac) to Low Density Residential, 5.35 ha (13 ac) for Medium Density Residential and 4.65 ha (11.5 ac) for medium and high density residential use. The development of the subject lands will result in approximately 1000 residential units.

The designation of the subject lands for primarily residential purposes maintains the County's strategic goal of ensuring orderly development and providing for an adequate supply of residential lands sufficient to accommodate the anticipated demand for a broad range of new dwelling types over the 25 year planning horizon.

This amendment also protects significant natural features by designating over 21 ha (52 ac) of the subject lands as 'Environmental Protection'. Those areas that will be utilized for active and passive recreational use and stormwater management facilities will be designated 'Open Space'.

The redesignation of the subject lands for residential purposes is acceptable with respect to the County's agricultural goals. The subject lands represent a logical extension of the Woodstock settlement area and are considered to be appropriate for future urban development.

Council is of the opinion that the Planning Justification Report and Secondary Plan along with the Oxford County Phase I Comprehensive Review satisfy the 'comprehensive review' requirements of the PPS and the Official Plan as it pertains to the expansion of settlement boundaries.

Council is also satisfied that the proposed amendment to the Official Plan to accommodate the residential development of the subject lands generally complies with the relevant policies of the County Official Plan as it pertains to settlement expansions as well as the designation of additional residential lands within the City of Woodstock.

The said lands will be subject to policies similar to those that have been employed in other newly developing areas of Woodstock which recognize and encourage the use of alternative development standards for both road construction (i.e. reduced road allowances, limited use of cul-de-sacs) and lotting (reduced front yards, specialized lot types and sizes) to support the efficient use of municipal services in a designated settlement area.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule “C-3” – County of Oxford Settlement Strategy Plan, is hereby amended by changing to “Large Urban Centre” the land use designation of those lands identified as “ITEM 1” and “ITEM 2” on Schedule “A” attached hereto.
- 4.2 That Schedule “W-1” – City of Woodstock Land Use Plan, is hereby amended by changing to “Environmental Protection” the land use designation of those lands identified as “ITEM 1” and “ITEM 2” on Schedule “A” attached hereto.
- 4.3 That Schedule “W-1” – City of Woodstock Land Use Plan, is hereby amended by changing to “Residential” the land use designation of those lands identified as “ITEM 3”, “ITEM 4” and “ITEM 5” on Schedule “A” attached hereto.
- 4.4 That Schedule “W-1” – City of Woodstock Land Use Plan, is hereby amended by changing to “Open Space” the land use designation of those lands identified as “ITEM 6”, “ITEM 7” and “ITEM 8” on Schedule “A” attached hereto.
- 4.5 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 1” and “ITEM 8” on Schedule “A” attached hereto as “Low Density Residential”.
- 4.6 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.7 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 3” on Schedule “A” attached hereto as “High Density Residential”.
- 4.8 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 4” on Schedule “A” attached hereto as “Environmental Protection”.
- 4.9 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 5” and “ITEM 6” on Schedule “A” attached hereto as “Open Space”.
- 4.10 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by adding the ‘Neighbourhood Park’ symbol to those lands identified as “ITEM 5”, “ITEM 6” and “ITEM 7” on Schedule “A” attached hereto.

- 4.11 That Schedule “W-4” – City of Woodstock Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Environmental Protection” and removing those lands identified as “ITEM 4” on Schedule “A” from the “Environmental Protection” designation.
- 4.12 That Schedule “W-4” – City of Woodstock Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Open Space” and adding the ‘Neighbourhood Park’ symbol (“ITEM 3”) to those lands identified as “ITEM 2”.
- 4.13 That Schedule “W-5” – City of Woodstock Transportation Network Plan, is hereby amended by including the area identified as “ITEM 1” on Schedule “A” attached hereto, as a ‘Minor Collector Road’, removing the area identified as “ITEM 2” on Schedule “A” as ‘Planned Minor Collector Road’ from the schedule, and including the area identified as “ITEM 3” on Schedule “A” as a ‘Collector Road’.
- 4.14 Section 7.2.4 – *Low Density Residential Districts*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 7.2.4.4 – ‘Specific Development Policies’:

7.2.4.4.12 Karn Road Planning Area

Lands which are designated Low Density Residential within the area between Karn Road and Beachville Road on the west side of the City of Woodstock shall be subject to the following policies:

Within the Karn Road Planning Area, alternative development standards including reduced road widths and the use of rear lanes in condominium developments will be considered. The development of the area will minimize the use of cul-de-sacs in favour of a modified grid pattern for local streets. To create distinct a distinctive neighbourhood within the wider community, distinctive features such as landscaped boulevards and entrance features within road allowances may be considered.

A mix of lot sizes and housing forms will be encouraged throughout the Karn Road Area. Alternative approaches such as specialized lotting configurations and ‘flexible’ zoning provisions will also be considered in order to encourage a variety of housing opportunities and street-oriented built form.

Low Density Residential lands within the Karn Road Area shall be developed with a minimum net residential density of approximately 25 units/ha (10 units/ac).

- 4.15 Section 7.2.5 – *Medium Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 7.2.5.2 – ‘Specific Development Policies’:

7.2.5.2.5 Karn Road Planning Area

Lands which are designated Medium Density Residential within the area between Karn Road and Beachville Road on the west side of the City of Woodstock shall be subject to the following policies:

Within the Karn Road Planning Area, alternative development standards including reduced road widths and the use of rear lanes in condominium developments will be considered. The development of the area will minimize the use of cul-de-sacs in favour of a modified grid pattern for local streets. To create distinct a distinctive neighbourhood within the wider community, distinctive features such as landscaped boulevards and entrance features within road allowances may be considered.

A mix of lot sizes and housing forms will be encouraged throughout the Karn Road Area. Alternative approaches such as specialized lotting configurations and 'flexible' zoning provisions will also be considered in order to encourage a variety of housing opportunities and street-oriented built form.

Medium Density Residential lands within the Karn Road Area shall be developed with a minimum net residential density of approximately 42 units/ha (17 units/ac).

- 4.16 Section 7.2.6 – *High Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 7.2.6.2 – 'Specific Development Policies':

7.2.6.2.9 Karn Road Planning Area

Lands which are designated High Density Residential within the area between Karn Road and Beachville Road on the west side of the City of Woodstock shall be subject to the following policies:

Within the Karn Road Planning Area, lands designated for high density residential development may include a variety of multi-unit housing forms such as apartment dwellings, stacked townhouses and street townhouses. Alternative development standards including reduced parking requirements and 'flexible' zoning provisions will be considered in order to maximize housing opportunities and the efficient use of municipal services.

High Density Residential lands within the Karn Road Area will contain a minimum of 270 dwelling units.

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

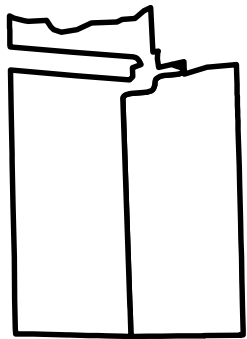
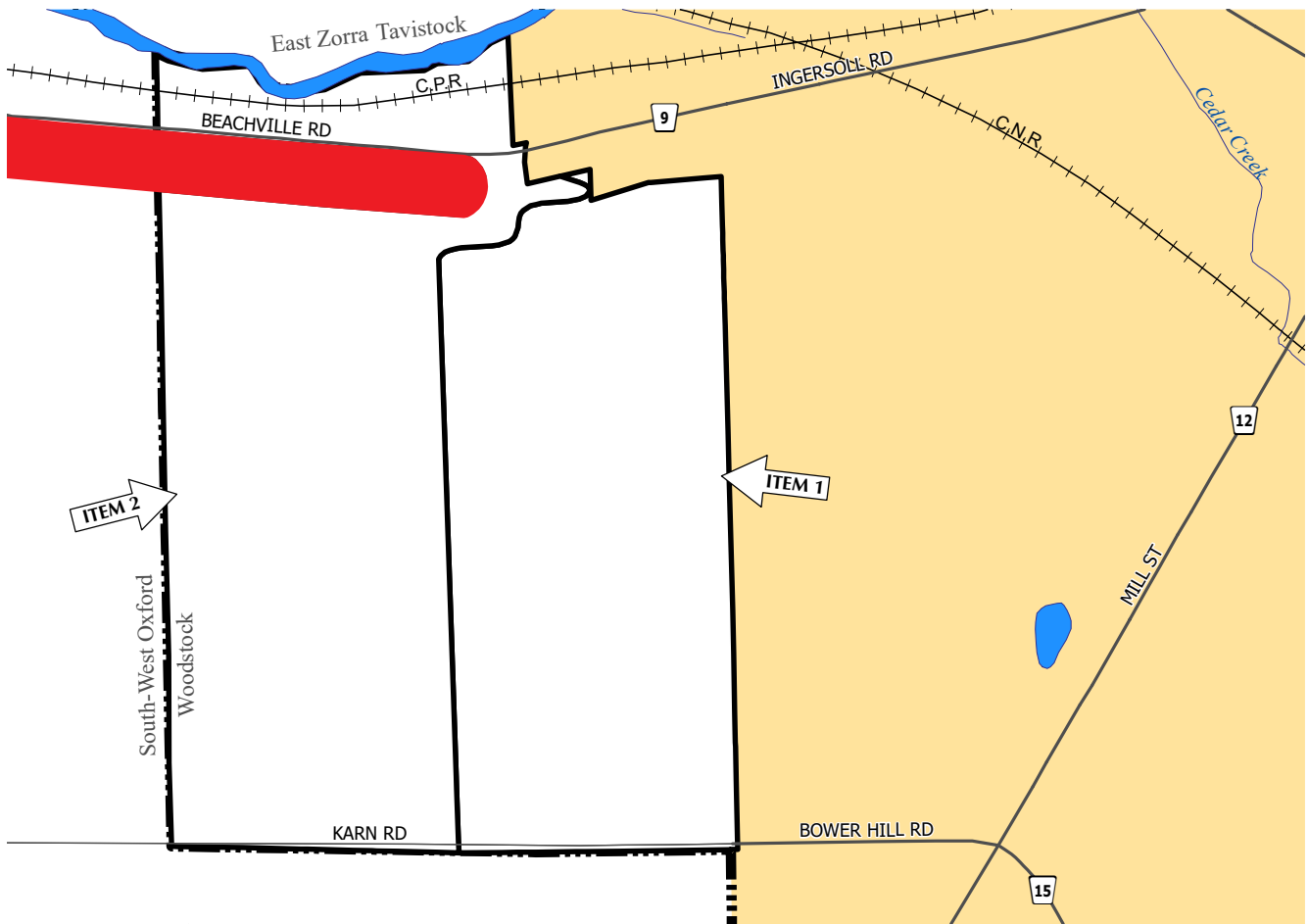
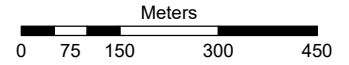
SCHEDULE "A"
 AMENDMENT No. 292

TO THE

**COUNTY OF OXFORD
 OFFICIAL PLAN**

SCHEDULE "C-3"

**COUNTY OF OXFORD
 SETTLEMENT STRATEGY PLAN**



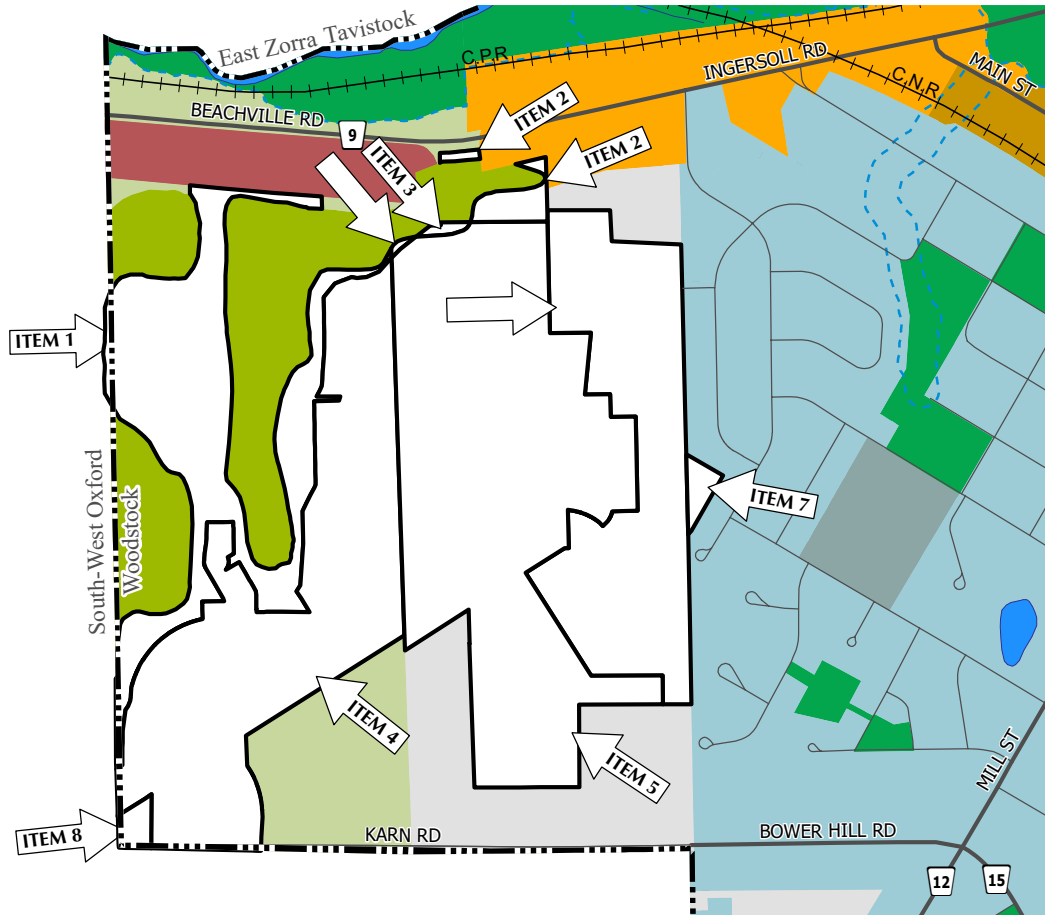
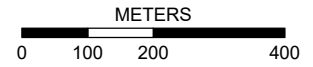
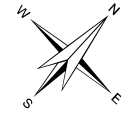
- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM FUTURE URBAN GROWTH TO LARGE URBAN CENTRE
- ITEM 2 - ADD TO LARGE URBAN CENTRE

**SETTLEMENT STRATEGY PLAN
 LEGEND**

- LARGE URBAN CENTRE
- RURAL CLUSTERS

SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-1"
**CITY OF WOODSTOCK
 LAND USE PLAN**

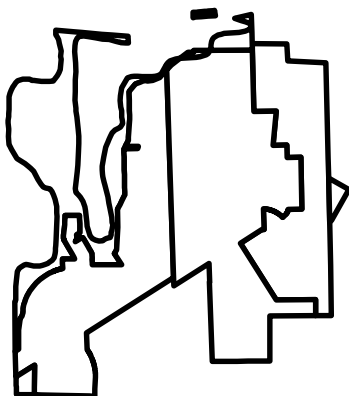


**LAND USE PLAN
 LEGEND**

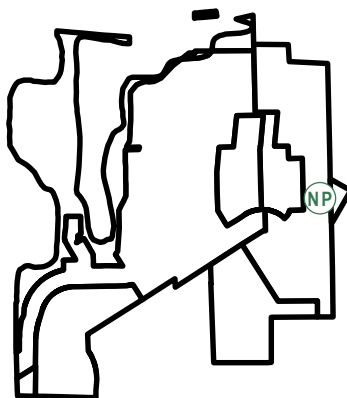
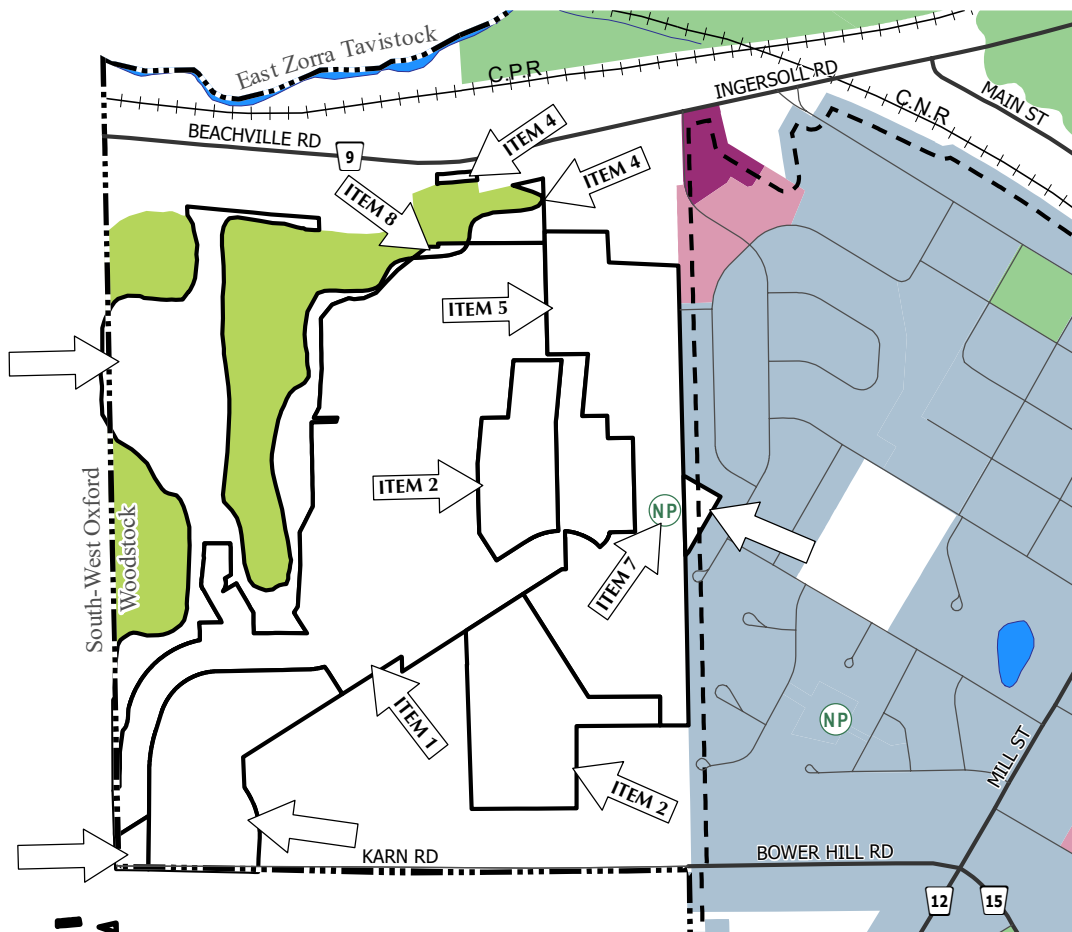
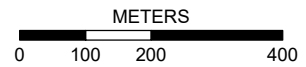
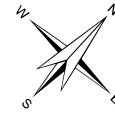
- RESIDENTIAL
- LINEAR RURAL CLUSTER
- SERVICE COMMERCIAL
- TRADITIONAL INDUSTRIAL
- COMMUNITY FACILITY
- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- AGRICULTURAL RESERVE
- FUTURE URBAN GROWTH
- FLOODLINE

- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM AGRICULTURAL RESERVE TO ENVIRONMENTAL PROTECTION
- ITEM 2 - CHANGE FROM FUTURE URBAN GROWTH TO ENVIRONMENTAL PROTECTION
- ITEM 3 - CHANGE FROM ENVIRONMENTAL PROTECTION TO RESIDENTIAL
- ITEM 4 - CHANGE FROM AGRICULTURAL RESERVE TO RESIDENTIAL
- ITEM 5 - CHANGE FROM FUTURE URBAN GROWTH TO RESIDENTIAL
- ITEM 6 - CHANGE FROM FUTURE URBAN GROWTH TO OPEN SPACE
- ITEM 7 - CHANGE FROM RESIDENTIAL TO OPEN SPACE
- ITEM 8 - CHANGE FROM AGRICULTURAL RESERVE TO OPEN SPACE



SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "W-3"
CITY OF WOODSTOCK
RESIDENTIAL DENSITY PLAN



- AREA OF THIS AMENDMENT

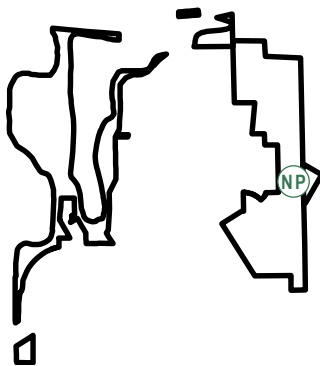
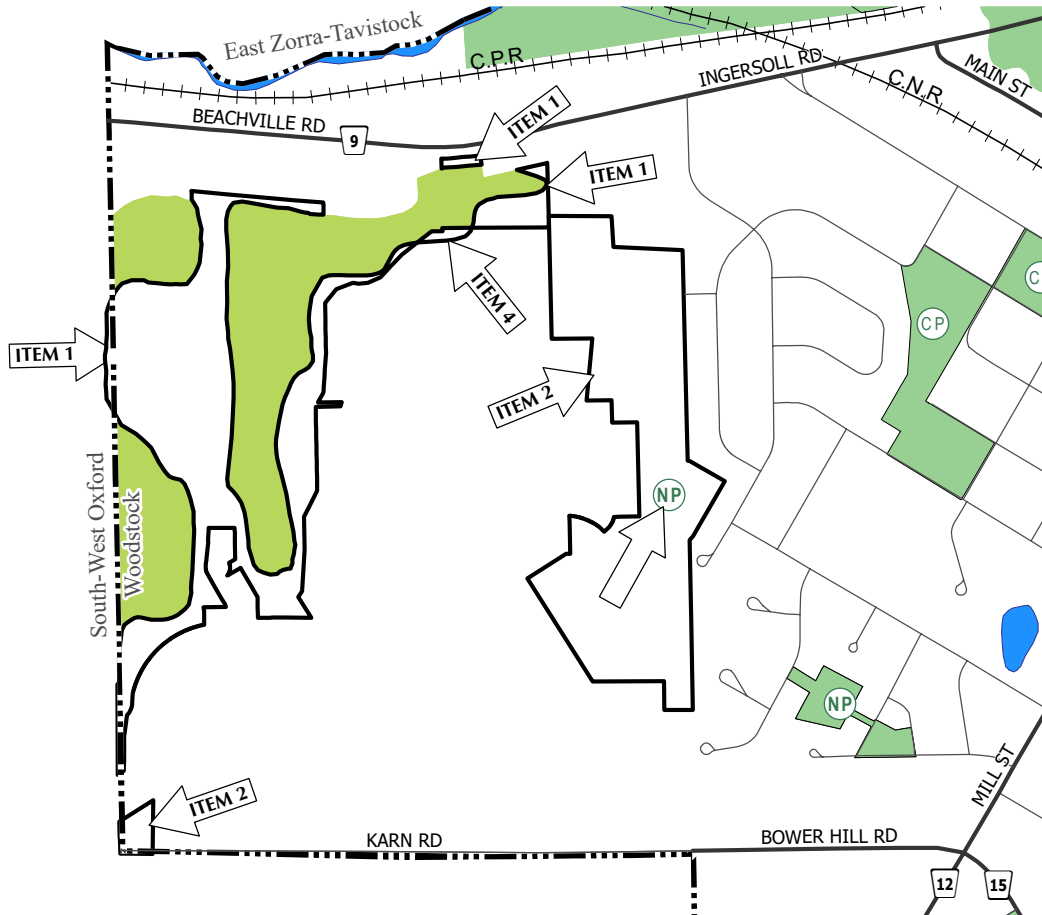
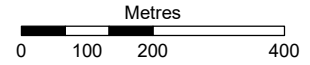
- ITEM 1 - ADD TO LOW DENSITY RESIDENTIAL
- ITEM 2 - ADD TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - ADD TO HIGH DENSITY RESIDENTIAL
- ITEM 4 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 5 - ADD TO OPEN SPACE
- ITEM 6 - CHANGE FROM LOW DENSITY RESIDENTIAL TO OPEN SPACE
- ITEM 7 - ADD NEIGHBOURHOOD PARK
- ITEM 8 - CHANGE FROM ENVIRONMENTAL PROTECTION TO LOW DENSITY RESIDENTIAL

RESIDENTIAL DENSITY PLAN LEGEND

-  LOW DENSITY RESIDENTIAL
-  MEDIUM DENSITY RESIDENTIAL
-  HIGH DENSITY RESIDENTIAL
-  RESIDENTIAL RESERVE
-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  NEIGHBOURHOOD PARK
-  COMMUNITY PLANNING DISTRICT



SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-4"
**CITY OF WOODSTOCK
 LEISURE RESOURCES AND
 SCHOOL FACILITIES PLAN**



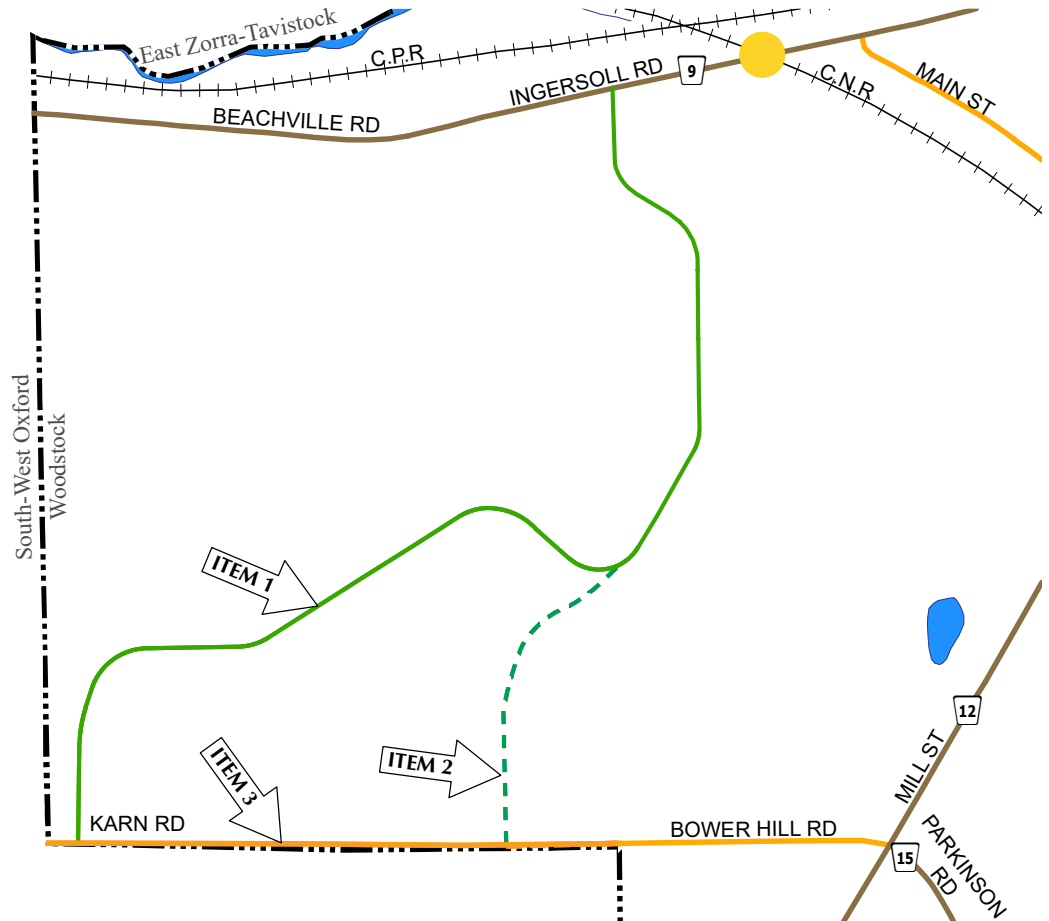
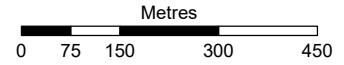
- AREA OF THIS AMENDMENT

- ITEM 1 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 2 - ADD TO OPEN SPACE
- ITEM 3 - ADD NEIGHBOURHOOD PARK
- ITEM 4 - REMOVE FROM ENVIRONMENTAL PROTECTION

LEISURE RESOURCES AND SCHOOL FACILITIES PLAN LEGEND

-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  COMMUNITY PARK
-  NEIGHBOURHOOD PARK

SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-5"
**CITY OF WOODSTOCK
 TRANSPORTATION NETWORK PLAN**

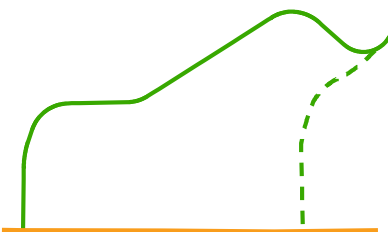


- AREA OF THIS AMENDMENT

- ITEM 1 - ADD MINOR COLLECTOR ROAD
- ITEM 2 - REMOVE PLANNED MINOR COLLECTOR ROAD
- ITEM 3 - ADD COLLECTOR ROAD

**TRANSPORTATION NETWORK PLAN
 LEGEND**

- MINOR COLLECTOR ROAD
- COLLECTOR ROAD
- ARTERIAL ROAD
- PLANNED MINOR COLLECTOR ROAD
- PLANNED COLLECTOR ROAD
- RAILWAY CROSSING IMPROVEMENT
- COUNTY ROAD



To: Warden and Members of County Council

From: Director of Community Planning

Applications for Official Plan Amendment and Plan of Subdivision OP 22-27-7; SB 22-03-7 Performance Communities Realty Inc.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-27-7, submitted by Performance Communities Realty Inc., for lands legally described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg, to re-designate a portion of the subject lands from Low Density Residential to Medium Density Residential to facilitate a future medium density residential block within a proposed draft plan of subdivision;
2. And further, that Council approve the attached Amendment No. 295 to the County of Oxford Official Plan and that the necessary by-law to approve Amendment No. 295 be raised;
3. And further, that Oxford County Council grant draft approval to a proposed residential subdivision, File No. SB 22-03-7, submitted by Performance Communities Realty Inc, for lands legally described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg, consisting of 80 lots for single detached dwellings, 16 lots for townhouse dwellings, one block for medium density residential development, 6 open space blocks and one stormwater block, served by 3 new local streets and the extension of Woodcock Drive, subject to the conditions attached to this report as Attachment 5 being met prior to final approval.

REPORT HIGHLIGHTS

- The proposed Official Plan Amendment will amend the designation of one block within the proposed plan of subdivision from Low Density Residential to Medium Density Residential, to facilitate a medium density townhouse block.
- The application for Draft Plan of Subdivision will facilitate the creation of 80 lots for single detached dwellings, 16 blocks for 83 townhouse units, one block for future medium density residential development, 6 open space blocks and one stormwater block, served by 3 new local streets and the extension of Woodcock Drive.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

- Planning staff recommend that the proposed Official Plan Amendment and draft plan of subdivision be approved as the proposal is consistent with the relevant policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan.

Implementation Points

This application will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan.







Financial Impact

The approval of this application will have no financial impact beyond what has been approved in the current year's budget.

Communications

In accordance with the requirements of the Planning Act, notice of complete application regarding this proposal was provided to surrounding property owners on July 27, 2022, and notice of public meeting was issued on March 13, 2023. At the time of writing this report, comments were received from adjacent landowners expressing concerns about drainage, traffic and fencing.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| <i>WORKS WELL TOGETHER</i> | <i>WELL CONNECTED</i> | <i>SHAPES THE FUTURE</i> | <i>INFORMS & ENGAGES</i> | <i>PERFORMS & DELIVERS</i> | <i>POSITIVE IMPACT</i> |
| | | 3.ii | | | |

DISCUSSION

Background

Owner: Performance Communities Realty Inc.
1 Barrie Boulevard, St. Thomas ON N5P 4B9

Agent: Andrea Sinclair, MCIP RPP, MHBC Planning
540 Bingemans Centre Drive, Suite 200, Kitchener ON N2B 3X9

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

Location:

The subject lands are described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg. The lands are located on the north side of Bobolink Drive, and the lands do not currently have a civic address.

County of Oxford Official Plan:

Existing Designation:

| | | |
|----------------|---|---------------------------|
| Schedule "T-1" | Town of Tillsonburg Land Use Plan | Residential Open Space |
| Schedule "T-2" | Town of Tillsonburg Residential Density Plan | Low Density Residential |

Proposed Designations:

| | | |
|----------------|---|---|
| Schedule "T-1" | Town of Tillsonburg Land Use Plan | Residential Open Space |
| Schedule "T-2" | Town of Tillsonburg Residential Density Plan | Low Density Residential Medium Density Residential |

Town of Tillsonburg Zoning By-law 3295:

Existing Zoning: Future Development Zone (FD)

Proposed Zoning: Low Density Residential Type 1 Zone (R1)
Special Low Density Residential Type 1A Zone (R1A-sp)
Special Low Density Residential Type 2 Zone (R2-sp)
Special Low Density Residential Type 3 Zone (R3-sp)
Special Medium Density Residential Zone (RM-sp)
Passive Use Open Space Zone (OS1)
Active Use Open Space Zone (OS2)

Proposal:

The proposed Official Plan Amendment (OPA) will amend Schedule "T-2" - Town of Tillsonburg Residential Density Plan, to re-designate one block within the proposed plan of subdivision for future Medium Density Residential development.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

The application for Draft Plan of Subdivision will facilitate the creation of 80 lots for single detached dwellings, 16 blocks for 83 townhouse units, one block for future medium density residential development, 6 open space blocks, one stormwater block, served by 3 new local streets and the extension of Woodcock Drive.

The Zone Change application proposes to rezone the lands from 'Future Development Zone (FD)' to 'Low Density Residential Type 1 Zone (R1)', 'Special Low Density Residential Type 1A Zone (R1A-sp)', 'Special Low Density Residential Type 2 Zone (R2-sp)', 'Special Low Density Residential Type 3 Zone (R3-sp)', 'Special Medium Density Residential Zone (RM-sp)', 'Passive Use Open Space Zone (OS1)', and 'Active Use Open Space Zone (OS2)' to facilitate the above noted Draft Plan of Subdivision. Site specific zoning provisions have been requested, and further details are included in the 'Zoning' section of this report.

A functional servicing report, planning justification report, Archeological Assessment Report, Environmental Impact Study, Transportation Impact Study, and Geotechnical and Slope Stability Report were submitted in support of the proposed applications.

The subject lands comprise approximately 13.45 ha (33.2 ac), No buildings or structures are present on the property and the lands have been used for agricultural purposes. Surrounding uses include low density residential uses to the south, lands designated for service commercial purposes (including the Sobey's supermarket) to the west, agricultural uses and the Township of South-West Oxford to the north, and planned residential uses to the east, beyond the open space block.

Plate 1, Location Map with Existing Zoning, indicates the location of the subject site and the existing zoning in the immediate vicinity.

Plate 2, 2020 Aerial Map, provides an aerial view of the subject property and surrounding area.

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

Plate 4 Proposed Medium Density Block, provides the layout of the proposed medium density block.

Comments

2020 Provincial Policy Statement

Section 1.1.1 of the Provincial Policy Statement (PPS) directs that healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment, institutional, recreation, park and open space, and other uses to meet long-term needs.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

Section 1.1.2 of the PPS directs that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines.

Section 1.4.1 sets out policies which are intended to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area. To accommodate this, planning authorities shall maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and if necessary, lands which are designated and available for residential development.

Section 1.7.1 directs that long-term economic prosperity should be supported by, among other measures, encouraging residential uses to respond to dynamic market-based needs and providing necessary housing supply and range of housing options for a diverse workforce, optimizing the long-term availability and use of land, resources, infrastructure and public service facilities.

The PPS also contains policies which direct that natural features and areas shall be protected for the long term. Section 2.1.2 directs that diversity and connectivity of natural features in an area and the long-term ecological function and biodiversity of natural heritage systems should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features. Section 2.1.5 directs that development and site alteration shall not be permitted in significant woodlands and significant wildlife habitat.

Official Plan

The subject lands are predominantly designated 'Low Density Residential' and 'Open Space', as per Schedules T-1 and T-2 of the Official Plan.

Low Density Residential Areas are those lands that are primarily developed or planned for a variety of low rise, low density housing forms including single detached dwellings, semi-detached, duplex or converted dwellings, quadraplexes, townhouses and low density cluster development.

In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not intended that the full range of housing will be permitted in every individual neighbourhood or development.

The maximum net residential density in the Low Density Residential Designation is 30 units/ha (12 units/ac) and the minimum net residential density is 15 units/ha (6 units/ac). The proposed development within the Low Density Residential Area has a net residential density of 25.1 units/ha (10.2 units/ac).

Medium Density Residential areas are those lands that are primarily developed or planned for low profile multiple unit development that exceed densities established in Low Density Residential Districts. Residential uses within Medium Density Residential areas include townhouses, cluster houses, converted dwellings, and apartment buildings.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

The maximum net residential density in the Medium Density Residential area is 62 units per hectare (25 units per acre) and no building shall exceed four stories in height at street elevation. Within areas of new Medium Density Residential development, the minimum net residential density shall be 31 units per hectare (13 units per acre).

In addition to areas predominantly composed of existing or planned Medium Density Residential development as identified on Schedule T-2, any further designations will be consistent with the following location criteria:

- Sites which abut arterial or collector roads or which are situated such that movements from the site do not flow through any adjoining Low Density Residential area;
- Sites which are close to shopping, recreation, cultural and community facilities;
- Sites which are adjacent to commercial areas, Community Facilities or High or Medium Density Residential Areas.

Any lands proposed for Medium Density Residential development not identified on Schedule "T-2" will require an amendment to the Official Plan. In addition to the location policies identified, when considering proposals to designate lands for Medium Density Residential development, Town Council and County Council will be guided by the following site specific criteria:

- the size, configuration and topography of the site is such that there is sufficient flexibility in site design to mitigate adverse effects on the amenities and character of any adjacent Low Density Residential area through adequate buffering and screening;
- the location of vehicular access points and the likely effects of traffic generated by the proposal on Town streets has been assessed and is acceptable;
- adequate hard service capacity including water distribution, sanitary and storm sewers, power and gas distribution facilities is, or will be, available to accommodate the proposed development;
- off-street parking and outdoor amenity areas can be provided;
- the effect of the proposed development on environmental resources or the effect of environmental constraints on the proposed *development* will be addresses and mitigated as outlined in Section 3.2.

The policies of Section 10.3.3 (Plans of Subdivision and Condominium) provide that County and Town Council will evaluate applications for a plan of subdivision on the basis of the requirements of the Planning Act, as well as criteria including, but not limited to, the following:

- Conformity with the Official Plan;
- The availability of community services such as roads, water, storm and sanitary sewers, waste disposal, recyclable collection, public utilities, fire and police protection, parks, schools and other community facilities;
- The accommodation of Environmental Resources and the mitigation of environmental and human-made constraints;
- The reduction of any negative effects on surrounding land uses, transportation networks or significant natural features;
- The design of the plan can be integrated into adjacent developments, and;
- The design of the plan is to be compatible with the natural features and topography of the site, and proposals for extensive cut and fill will be discouraged.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

The subject lands contain significant woodlands and valleylands. Section 3.2 of the Official Plan requires where site alteration is occurring within or 50 m adjacent to Significant Valleylands or Significant Woodlands, that an Environmental Impact Study shall be prepared.

New permitted uses, or expansions/enlargements to existing uses, buildings, or structures within or adjacent to a Natural Heritage designation that requires a Planning Act approval may be permitted if it can be demonstrated through an Environmental Impact Study (EIS), prepared to the satisfaction of the Municipality in accordance with the policies contained in Section 3.2 of this Plan, that there will be no negative impacts to the natural heritage features and/or their ecological functions.

As a condition of draft plan approval, County Council will require an applicant to satisfy conditions prior to final approval and registration of the plan. The applicant will be required to meet the conditions of the draft approval within the specified time period, failing which, draft plan approval may lapse. Additionally, to provide for the fulfillment of these conditions, and for the installation of services according to municipal standards, County Council shall require the applicant to enter into a subdivision agreement with the area municipality and, where necessary, the County, prior to final approval of the plan.

Zoning By-law

The subject lands are currently zoned 'Future Development Zone (FD)' in the Town Zoning By-Law. The Zone Change application proposes to rezone the lands from 'Future Development Zone (FD)' to 'Low Density Residential Type 1 Zone (R1)', 'Special Low Density Residential Type 1A Zone (R1A-sp)', 'Special Low Density Residential Type 2 Zone (R2-sp)', 'Special Low Density Residential Type 3 Zone (R3-sp)', 'Special Medium Density Residential Zone (RM-sp)', 'Passive Use Open Space Zone (OS1)', and 'Active Use Open Space Zone (OS2)' to facilitate the above noted Draft Plan of Subdivision

The requested zoning provisions would permit single detached dwellings and additional residential units with increased lot coverage, reduced exterior side yard and interior side yard widths, reduced rear yard depths for dwellings not abutting existing residential development, and increased permitted projection for uncovered and covered decks and porches.

The requested zoning provisions for townhouse units include reductions to minimum lot area and frontage for interior, end and corner townhouse units, reduced front yard depth and exterior side yard width for main buildings, increased lot coverage, increased driveway width, and increased permitted projections for uncovered and covered decks and porches.

The proposed zoning provisions for the medium density block would reduce the front yard and rear yard depth, reduce the minimum landscaped open space, and reduce the setback between multiple dwellings on one lot.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

Agency Comments

The Town of Tillsonburg Engineering Services Department provided the following comments:

- If approved, please include the following as conditions of draft plan approval:
 - a. The Owner agrees to satisfy all requirements, financial and otherwise, of the Town regarding the construction of roads, installation of services, including water, sewer, electrical distribution systems, street lights, sidewalks, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with Town standards.
 - b. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, a grading plan, servicing plan, hydro and street lighting plan, and erosion and siltation control plan, along with reports as required, be reviewed and approved by the Town, and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
 - c. Such easements as may be required for utility or drainage purposes outside of the public right-of-way shall be granted to the appropriate authority.

The Town of Tillsonburg Parks Department indicated that parkland dedication for this subdivision was previously provided and dedicated to the Town.

The Oxford County Public Works Department provided the following comments:

- Final watermain sizing of the proposed water distribution system within the development will be determined during detailed design.
- A temporary watermain with a minimum diameter of 100 mm will be required upon external watermain upgrade.

Requested conditions of approval from Oxford County Public Works Department have been included as appropriate, in the recommended conditions of approval.

Long Point Region Conservation Authority provided the following comments:

Long Point Region Conservation Authority (LPRCA) staff have had an opportunity to review the application SB 22-03-7 & ZN 7-22-10 and can provide the following comments based on LPRCA's various plan review responsibilities. Staff have reviewed the following studies:

- Functional Servicing Report, May 2022
- Geotechnical Investigation & Slope Stability Assessment, April 2022
- Status of Environmental Impact Study, May 2022
- Stormwater Management

LPRCA have reviewed the stormwater management design using the 2003 MECP Stormwater Management Planning and Design Manual, MTO Drainage Manual, LID Stormwater Management Manual, the sustainable technologies STEP website <https://sustainabletechnologies.ca/>, and the Municipal SWM guidelines.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

Staff have the following comments with regards to Stormwater Management:

- EXP should comment on the plan to place a Stormwater Management pond along the hazard limit. The Geotechnical Investigation & Slope Stability Assessment does not account for the pond, as the setback may increase.
- Erosion and sediment control plan should be provided.
- Pre-development volumes need to be controlled when entering the ravine to prevent channeling forming erosion.

The subject property is partially within the regulated area under Ontario Regulation 178/06. Any development within the regulated area requires a permit prior to development. This includes any grading or outlet structures.

Overall, LPRCA staff have no objection to the concept of the proposed development.

The Tillsonburg District Chamber of Commerce provided the following comments:

The Tillsonburg District Chamber of Commerce supports these applications, with the following concerns:

- That traffic studies be completed and changes made given that there are only 2 access points from North Street to the proposed development. If left this way, there will be traffic congestions throughout this subdivision for those needing to access the newly proposed development.
- There is concern for public safety given that the existing streets in the current subdivision do not have sidewalks and pedestrians walk on the roads, including children and elderly members of the community. With increased traffic, the number of pedestrians will increase.
- That the Town be committed to investing in infrastructure to support the influx of new residents;
- Some recommendations (i.e. traffic signals) mention that “some improvements would be required over the next 10 years to accommodate the new residents”. We recommend that Council is supporting this and looking for ways to include these needs in upcoming budgets.
- That attention be given to having enough school space to accommodate this many new residents. We recommend that school boards are given the opportunity to provide feedback when these application are filed so that new residents will be informed about what school their children will be attending.
- Shopping is also a concern; particularly for children’s clothing and accessories. A focus should be put on retail attraction.
- There is concern that there is little to no room for parking. The streets seem to be narrow in these high volume proposals. With vehicles parked on both sides of the streets, traffic movement is slowed, and there are safety concerns for pedestrians. If there was an emergency, there is concern that fire trucks, and/or ambulances would have difficulty navigating the streets.
- That attention be given to our healthcare infrastructure to ensure that individuals have access to primary care as our community continues to grow (in order to maintain a healthy community and workforce).

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

The Thames Valley District School Board provided the following comments:

Please be advised that the subject property and proposed Draft Plan of Subdivision is currently located within the attendance area boundaries of South Ridge Public School (Elementary – Junior Kindergarten to Grade 8) and Glendale High School (Secondary – Grade 9 to Grade 12). South Ridge Public School is operating at capacity and while enrolment is expected to increase, TVDSB has no concerns regarding this application or student accommodation at this time.

The Board regularly reviews accommodation conditions across all elementary and secondary schools and will provide updated comments as necessary. We would appreciate it if you could please keep us updated regarding this application.

Town of Tillsonburg Council

Town of Tillsonburg Council considered the applications for Official Plan Amendment, draft plan of subdivision, and application for zone change at their regular meeting of March 27, 2023. Town Council adopted resolutions supporting the proposed Official Plan Amendment and approved the proposed zoning amendment in principle.

Town Council adopted the following resolution with respect to the draft plan of subdivision:

That Council advise County Council that the Town supports the application for draft plan of subdivision, File No. SB 22-03-7, submitted by Performance Communities Realty Inc, for lands legally described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg, consisting of 80 lots for single detached dwellings, 16 lots for townhouse dwellings, one block for medium density residential development, 6 open space blocks, one stormwater block, served by 3 new local streets and the extension of Woodcock Drive, subject to the conditions of draft approval as stated in staff report CP 2023-81 dated March 27, 2023 and subject to the following conditions set out by Council are met:

- *THAT staff investigate the creation of an access road be created for construction vehicles to limit the impact on existing completed neighborhoods.*

Planning Analysis

The subject applications for Official Plan amendment, draft plan of subdivision approval and zone change propose to facilitate the development of a residential plan of subdivision in the Town of Tillsonburg.

It is the opinion of staff that the proposal is consistent with the relevant policies of the Provincial Policy Statement. The proposed development is considered to be a form of infilling that promotes a mix of housing types and represents an efficient use of lands, municipal services and infrastructure within a designated settlement area, which is consistent with Sections 1.1.1, 1.1.3.1, 1.1.3.2, 1.1.3.3 and 1.4.3 of the PPS. The development also contributes to housing types and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

Transportation Impact Study

The applicant submitted a Transportation Impact Study (TIS) prepared by Paradigm Transportation Solutions. The study evaluated the impacts on the transportation network that could potentially result from the development of the subject lands and adjacent developments. The study indicates that the intersections within the study area currently operate within acceptable levels of service, but notes that in 2027 background traffic conditions the eastbound shared through/left-turn movement at the intersection of Broadway and North Street will be approaching storage capacity. In 2027 with total traffic conditions, the westbound left-turn movement at the intersection of Broadway and North Street is forecast to operate with 95th percentile queues exceeding the available storage during the AM peak hour.

The study recommended the following intersection improvements:

- Broadway and North Street: The westbound left-turn movement is forecast to operate with 95th percentile queues exceeding the available storage of 40 metres during the AM peak hour. These queues can be accommodated within the existing two-way centre left-turn lane on North Street.
- North Street and Coulthard Street/Braun Avenue: The southbound left-turn movement is forecast to operate with LOS E and a v/c ratio of 0.47 during the PM peak hour. The low v/c ratio indicates the delay is likely due to the high volumes of through traffic on North Street which limits the number of available gaps for side street traffic.

Based on the findings and conclusions of the study, it is anticipated that the proposed development can be accommodated within the Town's existing street and road network, with the required additional storage being able to be accommodated within the existing streets.

Environmental Impact Study

An Environmental Impact Study was submitted in support of the application for draft plan approval, as the subject lands contain significant woodlands, valleylands, and significant wildlife habitat due to the presence of groundwater seepage areas.

The EIS reviewed the 0.24 ha of woodland that is proposed to be removed as part of the construction of the planned collector - Street C, as well as a 0.05 ha area of woodland to be removed for a sediment storage area southeast of the SWM pond, and a 5 m outlet pipe for the SWM pond that will outlet to the existing creek and ravine.

The EIS included the following recommendations and mitigation measures to ensure there is a net environmental gain as required by the Official Plan:

- Low Impact Development techniques be implemented to encourage groundwater recharge;
- Requirement for additional plantings and buffer areas;
- Requirement for erosion and sedimentation controls for pre and post construction near the proposed stormwater outlet;
- Preparation of a detailed planting plan with appropriate native species in recommended areas;

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

- Preparation of detailed plans for walkways and trails, to ensure there is no negative impact to existing woodland and natural features;
- Tree protection plan be submitted with the detailed lot grading plan, depicting size, species and condition of trees to be removed and trees to be protected;
- Monitoring of restoration areas/ plantings for one year after planting to ensure they have survived;
- Inclusion of chain link fencing along rear lot lines adjacent to natural heritage features;
- Development of an educational homeowner brochure for lots backing onto the Natural Heritage feature and hedgerows.

A peer review of the EIS was conducted, and conditions of draft approval have been included to require that all recommendations and mitigation measures identified in the EIS and recommendations of the peer review are appropriately implemented, to the satisfaction of the Town of Tillsonburg and County of Oxford.

Functional Servicing Report

In support of the subject applications, the applicant submitted a Functional Servicing Report prepared by CJDLC Consulting Engineers Limited. The report states that development of the subject property as an urban residential subdivision with full municipal and utility services is achievable, and that supporting municipal infrastructure in the Town of Tillsonburg is available to accommodate the expected growth.

Watermains are currently located to the south of the property on Bobolink Drive. There are two proposed connection points to the existing municipal watermain network to serve the proposed development, and four potential watermain connection points for future development adjacent to the site. The existing watermain infrastructure may not accommodate the required fire flows for the development as proposed and the applicant has worked with County Public Works staff to identify six possible watermain upgrades to optimize flows in this area. Through the detailed engineering design of the subdivision, Oxford County Public Works staff have identified that any required upgrades will be identified and appropriate cost-sharing agreements will be negotiated and included in future subdivision agreements.

Sanitary servicing is achievable and will occur through two proposed connections to the existing sanitary sewer network on Bobolink Drive, which will convey flows to Tanager Drive and ultimately the recently constructed Sanitary Pumping Station on North Street. All sanitary sewer servicing internal to the development will convey flows by gravity to their respective sanitary outlets.

Municipal storm sewers will be required to service the proposed residential development. Under post-development conditions, stormwater management for the majority of the site is proposed to be handled by one stormwater management wet pond. The wet pond is proposed to provide enhanced quality control and full quantity control up to the 100-year design storm. Outflows from the pond will be restricted to pre-development peak outflows based on the pre-development area (22.4 ha) tributary to the ravine/watercourse outlet. A detailed stormwater management report and modelling will be submitted for approval prior to the final approval of the plans for registration.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

Official Plan Amendment and Draft Plan of Subdivision

The proposed Official Plan Amendment will re-designate Block 104 of the Proposed Draft Plan of subdivision from Low Density Residential to Medium Density Residential, to facilitate a future medium density townhouse development. It is proposed that the dwelling types included in this block are cluster townhouses, or back to back townhouses. It is proposed that the medium density block will be subject to a future draft plan of condominium application, providing for a different form of ownership and tenure than the freehold residential development that exists in the area.

A preliminary site plan shows 56 units within the proposed medium density block, this would represent a net residential density of 40 units per hectare, consistent with the permitted density of 30-62 units per hectare.

Planning staff are of the opinion that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. In response to the Official Plan policy criteria for new medium density areas, Planning staff note that the proposed Medium Density Block abuts a proposed collector road (Street C) which is being designed with a 22.0 metre right-of-way. Until such time as the collector road is extended to the east or west, traffic will be directed to the south of the proposed development, and two points of access have been provided to facilitate that movement. The draft plan has been prepared in coordination with the landowner to the east such that the collector road can align with the collector road extension to the east. It is noted that this planned collector road has been identified on Schedule T-4 of the Official Plan, (Town of Tillsonburg Transportation Network Plan), since the adoption of the Official Plan in 1995.

The proposed Medium Density block is close to shopping, recreation and cultural uses. An existing neighbourhood park abuts the draft plan of subdivision to the south. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link for residents of the proposed medium density block to access to the public park. Shopping, including a food store is located southwest of the subject lands. The proposed medium density block will be within a five minute walk of the existing food store.

Other community serving uses including a fitness centre, gas station and religious institution are also located nearby. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the proposed draft plan of subdivision with other, street oriented townhouse development. The block is expected to be adequately serviced from the new infrastructure in the proposed plan of subdivision, and is sufficiently large to provide required parking and amenity areas. No parking relief has been requested for the proposed medium density block.

With regard to the policies of Section 10.3 of the Official Plan (Plans of Subdivision and Condominium) which require the developer to address a series of standard review criteria concerning the adequacy of servicing, environmental impacts, cultural resources, transportation networks and integration with surrounding developments, staff note that the required studies and reports have been received and reviewed through this Office and the recommendations of these reports can be satisfactorily addressed through the inclusion of appropriate conditions of draft approval.

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

Within the low density residential area a mix of dwelling types is proposed, including single detached dwellings and street fronting townhouse dwellings. The net residential density of the low density residential area is approximately 25 units per hectare, less than the maximum residential density of 30 units per hectare and well above the minimum of 15 units per hectare. Planning staff are of the opinion that proposal is generally in-keeping with the Plan of Subdivision policies of Section 10.3.3, and the policies of the Low Density Residential designation as the plan of subdivision will provide for a range of lot sizes and a mix of housing types that are integrated throughout the development, which is in keeping with low density residential policies.

With respect to parkland and parkland dedication, the lands identified as Block 21 of 41M-148 were previously dedicated to the Town for parkland purposes by the previous owner of the lands in 1997, and are located adjacent to the parkland located at the northeast corner of Bobolink Drive and Tanager Drive. The applicant indicated that some of these lands are necessary for storm water management purposes due to the existing topography and drainage patterns for the site, and a portion of these lands will be incorporated into the proposed storm water management block (depicted as Block 103). The applicant has provided additional lands for trails and park purposes, shown as Blocks 97, 98, 99 and 100 to provide a parkland dedication in excess of the 5% required by the Planning Act.

Proposed Zoning

With respect to the proposed zoning request for the Medium density block, Planning staff consider most of the requested provisions generally appropriate. The requested reductions to the minimum distance between buildings can be considered appropriate as the spatial separation provisions of the Ontario Building Code more appropriately regulate the required separation between buildings, and the development of these blocks will be subject to site plan approval, where matters such as lot grading, servicing, access, parking, landscaping, and other matters are required to be addressed to the satisfaction of the Town and County.

The proposed reductions to the minimum front yard depth, rear yard depth, and reduced landscaped open space can be considered generally appropriate as the units will have access to the proposed pedestrian trail corridor, and the reduced front yard and rear yards in this instance functions as side yards as the units will actually front on a future private street. The reduced landscaped open space will provide for greater driveway widths to ensure that each unit has parking for 2 vehicles within the private driveway and a space within their attached garage. The proposal will provide the required parking as per the current parking standards.

The requested zoning provisions for the street-fronting townhouse blocks in the R3 zone will provide for increased building envelopes and smaller townhouse blocks and will reflect other recent townhouse developments in the Town, including townhouses in Northcrest Phase 2 and Northcrest Phase 1 subdivisions. The reduced exterior side yard width is not expected to impact traffic sightlines or safety as the lots will front on local streets. The reduced minimum lot area, lot frontage, interior side yard and increased lot coverage are reflective of the four unit street-fronting townhouse block design and appropriate private amenity space will remain available, and the proposed relief can be considered appropriate to facilitate the development of freehold townhouse blocks. The reduced lot frontage, lot area and interior side yard width will continue to allow for 2 parking spaces to be provided for each unit (1 in the driveway and one within the private attached garage). The proposed increased driveway width will ensure that each townhouse unit,

Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023

particularly the interior units have driveways sufficiently wide to accommodate two vehicles, and the occupants do not need to rely on the attached garage for parking purposes.

The requested zoning provisions for the single detached dwellings that would back onto existing residential development on Bobolink Drive would provide for increased lot coverage, and reduced exterior side yard widths. The requested provisions for the other single detached dwelling lots would again provide for increased lot coverages, reduced exterior side yard widths, reduced interior side yard widths, reduced rear yard depths, and increased permitted projections for uncovered and covered decks can be considered appropriate as the overall engineering design for the development will account for the increased lot coverages and the SWM facility will be designed to accommodate the proposed lot coverages. No impacts to the planned road network are expected from the reduced exterior side yard widths as the site triangle requirements will continue to be respected. The reduced rear yard depths will still provide for appropriate outdoor amenity space, and the increased permitted projections for decks will provide for covered amenity space as appropriate.

Conclusions

In light of the foregoing, Planning staff are satisfied that the proposed development is consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan. As such, staff are satisfied that the applications can be given favourable consideration.

SIGNATURES

Report Author:

Original Signed By _____

Eric Gilbert, MCIP, RPP
 Senior Planner

Departmental Approval:

Original Signed By _____

Gordon K. Hough, RPP
 Director of Community Planning

Approved for submission:

Original Signed By _____

Benjamin R. Addley
 Chief Administrative Officer

**Report No: CP 2023-113
COMMUNITY PLANNING
Council Date: April 12, 2023**

ATTACHMENTS

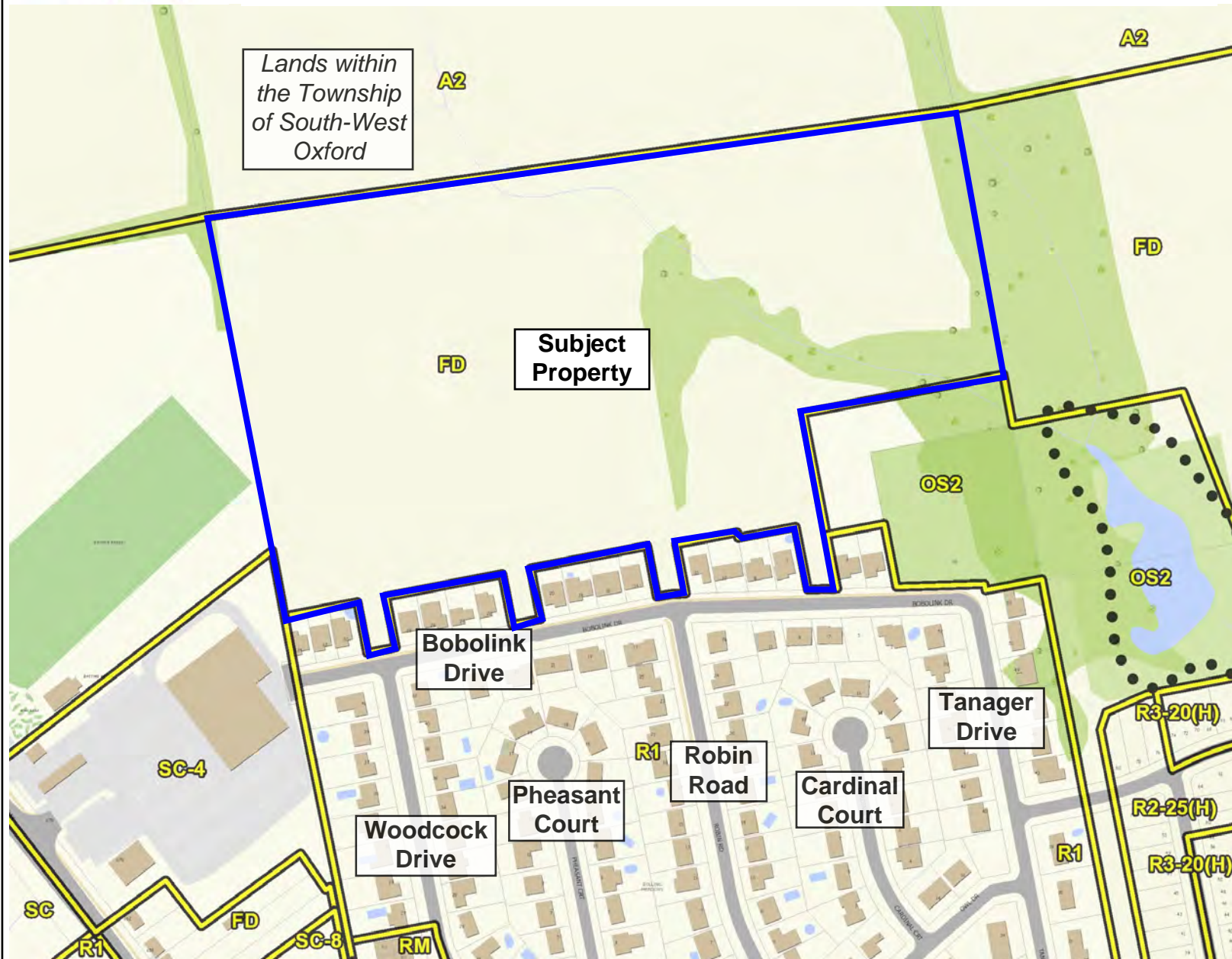
- Attachment 1 - Plate 1, Location Map with Existing Zoning
- Attachment 2 - Plate 2, 2020 Aerial Map
- Attachment 3 - Plate 3, Proposed Draft Plan of Subdivision
- Attachment 4 - Plate 4, Proposed Medium Density Block
- Attachment 5 - Conditions of Draft Approval
- Attachment 6 - Official Plan Amendment No. 295



Plate 1: Location Map with Existing Zoning

File Nos: SB 22-03-7 & ZN 7-22-10 - Performance Communities Realty Inc.

Part Lot 6, Concession 10 (Dereham), Blocks 18-21, Plan 41M-148, Town of Tillsonburg



Lands within the Township of South-West Oxford

Subject Property

Bobolink Drive

Tanager Drive

Robin Road

Pheasant Court

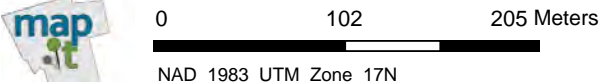
Cardinal Court

Woodcock Drive

Legend

- 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



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

July 19, 2022



Plate 2: 2020 Aerial Map

File Nos: SB 22-03-7 & ZN 7-22-10 - Performance Communities Realty Inc.

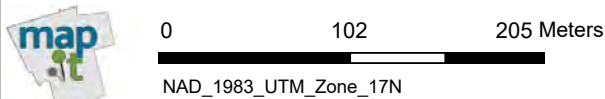
Part Lot 6, Concession 10 (Dereham), Blocks 18-21, Plan 41M-148, Town of Tillsonburg



Legend

- 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



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

July 19, 2022

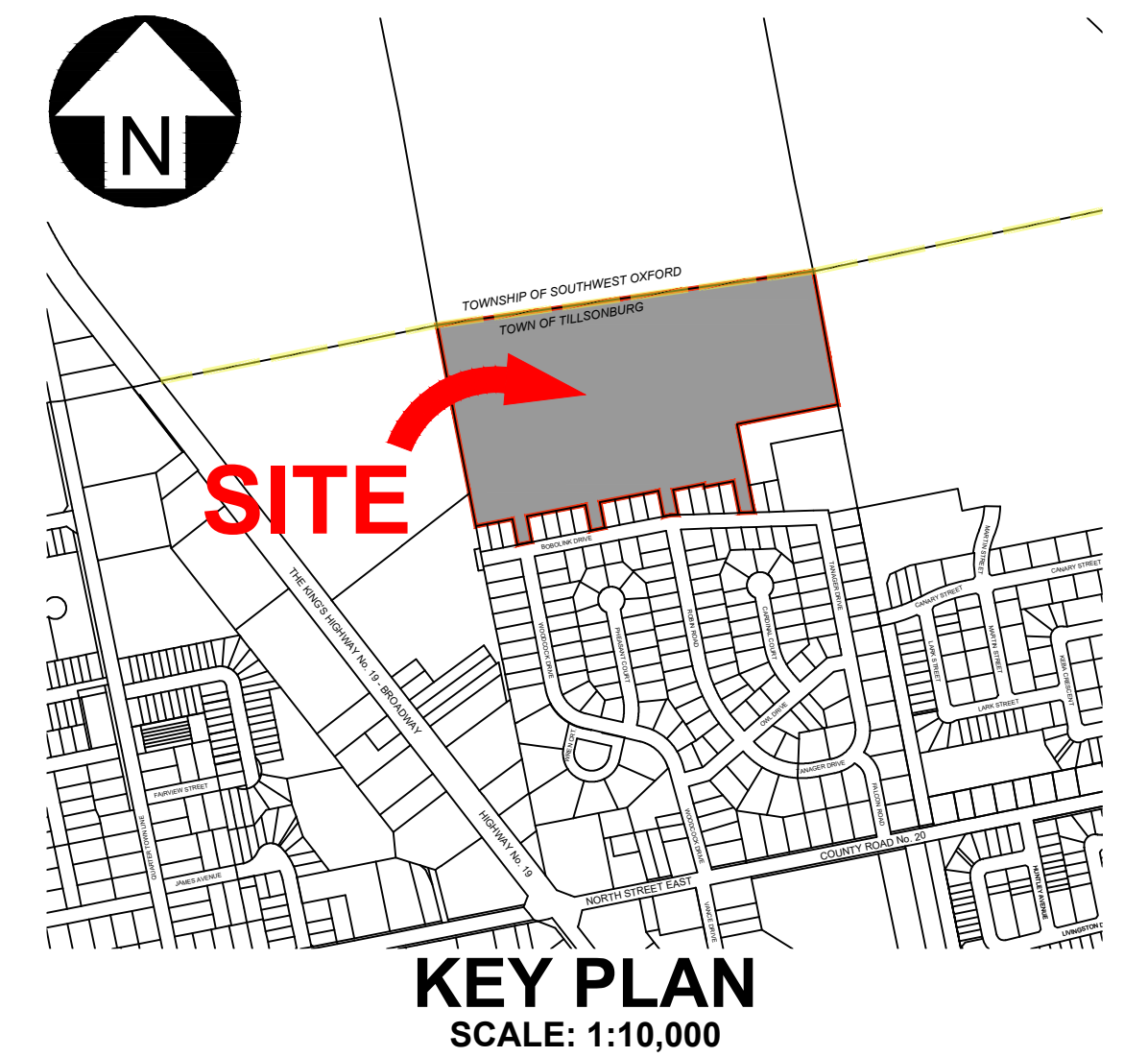
Plate 3: Proposed Draft Plan of Subdivision
File Nos: SB 22-03-7 & ZN 7-22-10 - Performance Communities Realty Inc.
Part Lot 6, Concession 10 (Dereham), Blocks 18-21, Plan 41M-148, Town of Tillsonburg

DRAFT PLAN OF SUBDIVISION

ALL OF BLOCKS 18, 19, 20, 21
 REGISTERED PLAN 41M-148
 PART OF LOT 6, CONCESSION 10
 GEOGRAPHIC TOWNSHIP OF DEREHAM
 IN THE
 TOWN OF TILLSONBURG
 COUNTY OF OXFORD

INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT RSO 1990
 (A) ON PLAN
 (B) ON PLAN
 (C) ON PLAN
 (D) LOTS 1-7, 11-35, 38-40, 43, 44, 47-50, 53-61, 66-69, 71-96 SINGLE FAMILY RESIDENTIAL,
 LOTS 8-10, 36, 37, 41, 42, 45, 46, 51, 52, 62-65, 70 TOWNHOME RESIDENTIAL
 DEDICATED STREETS - WOODCOCK DRIVE, STREET 'A', STREET 'B', STREET 'C',
 BLOCKS 97-100 - PARK, WALKWAY,
 BLOCKS 101, 102 - OPEN SPACE
 BLOCK 103 - SWM AREA
 BLOCK 104 - FUTURE RESIDENTIAL
 (E) NORTH - CULTIVATED LANDS,
 WEST - EXISTING DRIVING RANGE, EXISTING SUPERMARKET, CULTIVATED LANDS, FUTURE DEVELOPMENT,
 SOUTH - FUTURE DEVELOPMENT,
 SOUTH - EXISTING RESIDENTIAL / PARK
 (F) ON PLAN
 (G) ON PLAN
 (H) TOWN WATER AVAILABLE
 (I) SAND
 (J) ON PLAN
 (K) STORM SEWERS, SANITARY SEWERS, TELEPHONE, GAS, T.V.CABLE
 (L) TOWN OF TILLSONBURG OFFICIAL PLAN AND ZONING BY-LAWS

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.



LAND USE SCHEDULE

| DESCRIPTION | LOTS/BLKS. | UNITS | AREA (ha) |
|---------------------------|---|------------|--------------|
| Single Family Residential | 1-7, 11-35, 38-40, 43, 44, 47-50, 53-61, 66-69, 71-96 | 80 | 4.04 |
| Townhome Residential | 8-10, 36, 37, 41, 42, 45, 46, 51, 52, 62-65, 70 | 83 | 2.10 |
| Park / Walkways | 97-100 | | 0.46 |
| Open space | 101, 102 | | 2.09 |
| Stormwater Management | 103 | | 0.43 |
| Roads | WOODCOCK DRIVE, STREET 'A', STREET 'B', STREET 'C' | | 2.93 |
| Future Residential | 104 | | 1.40 |
| Total | | 163 | 13.45 |

OWNER'S CERTIFICATE
 PERFORMANCE COMMUNITIES REALTY INC., THE REGISTERED OWNER OF THE LANDS TO BE SUBDIVIDED, HEREBY AUTHORIZES CYRIL J. DEMEYERE LIMITED TO SUBMIT THIS DRAFT PLAN OF SUBDIVISION FOR APPROVAL.

DATE _____ WILLIAM R.HAYHOE, PRESIDENT, PERFORMANCE COMMUNITIES REALTY INC.

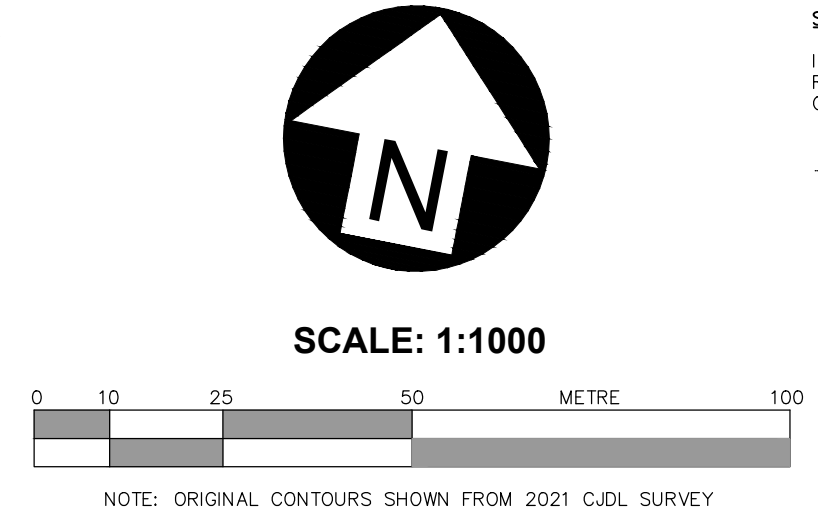
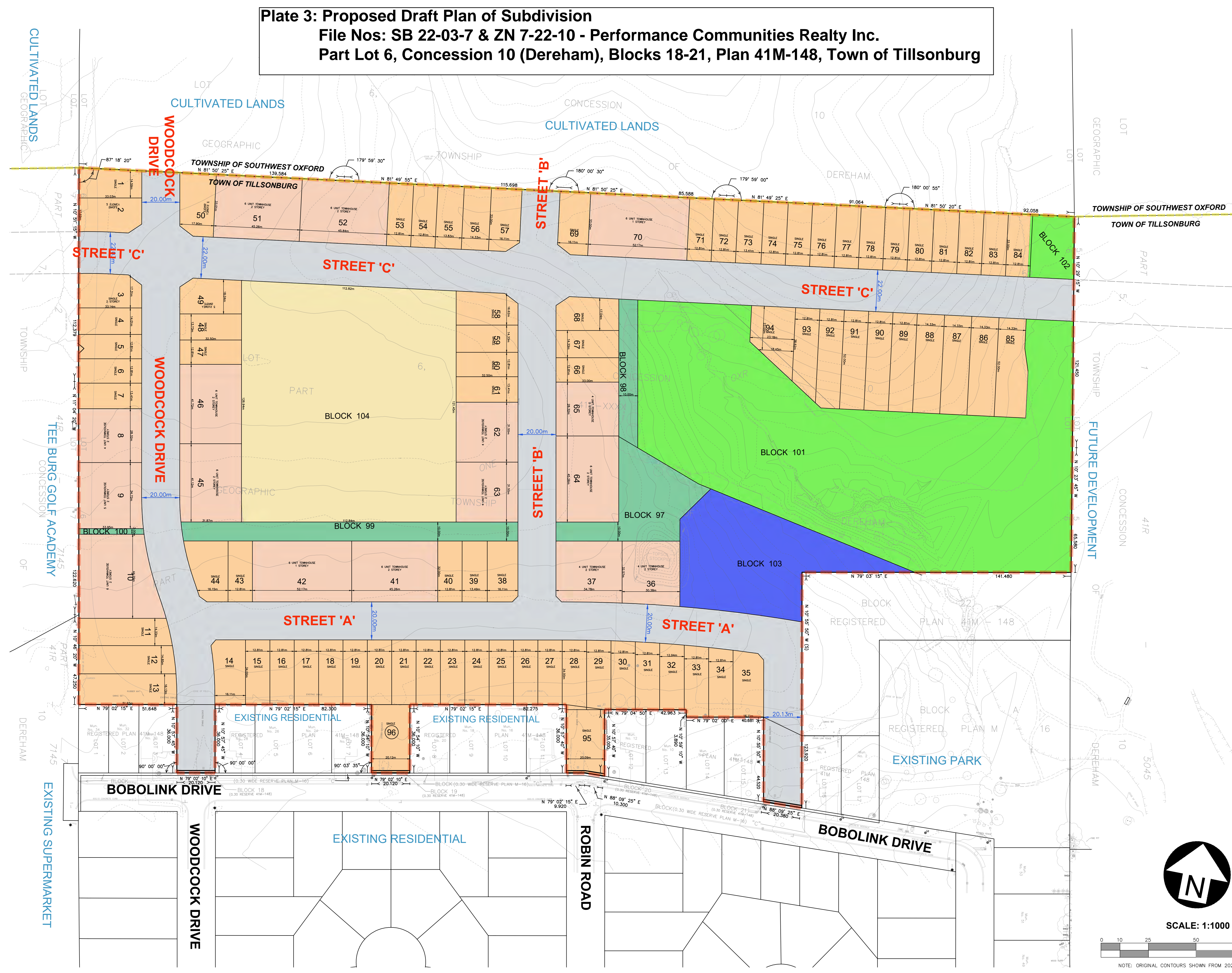
SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN ON THIS PLAN.

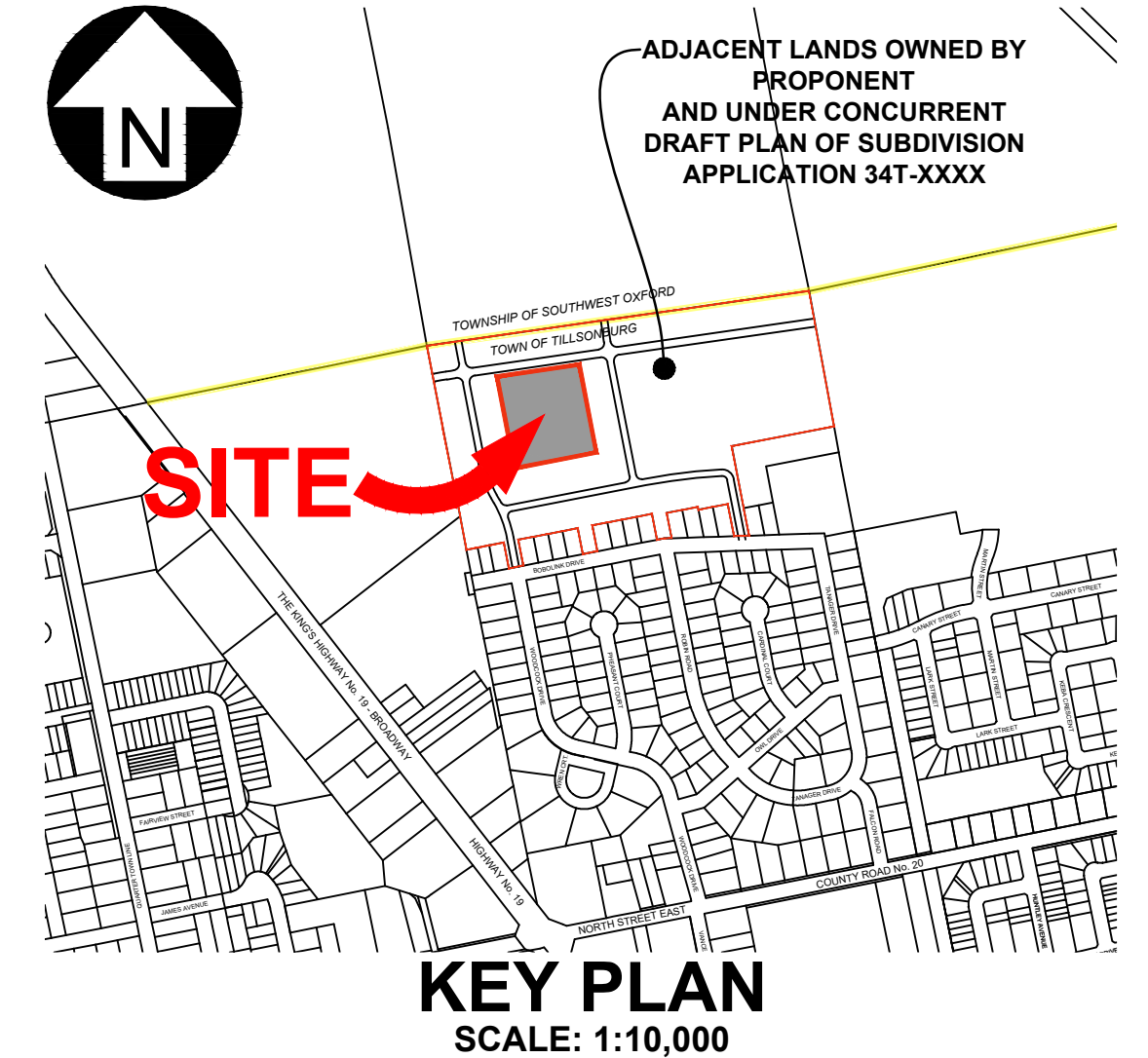
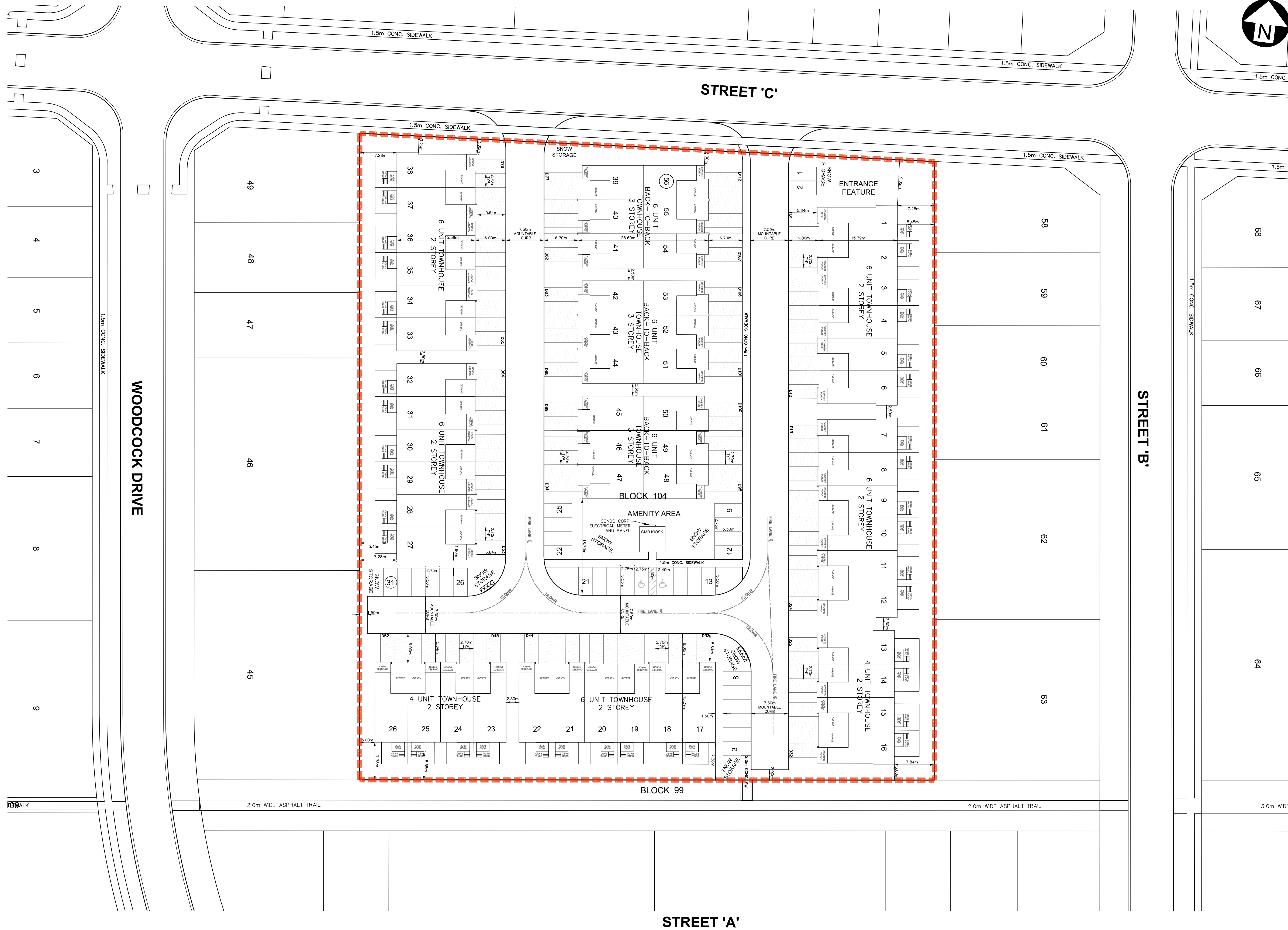
DATE _____ KIM HUSTED, ONTARIO LAND SURVEYOR

PLAN PREPARED BY:
CJDL
 Consulting Engineers

Cyril J. Demeyere Limited
 P.O. Box 460, 261 Broadway
 Tillsonburg, Ontario, N4G 4H8
 Tel: 519-688-1000
 866-302-9886
 Fax: 519-842-3235
 cjdl@cjdeng.com

JOB No. 22034 **DATE: 10 MAR 2023**





| TOWN OF TILLSONBURG ZONING REQUIREMENTS | | |
|--|------------------------|------------------------------|
| | REQUIRED | PROVIDED |
| ZONING | RM2 | RM2-X |
| USE PERMITTED | MULTIPLE UNIT DWELLING | MULTIPLE UNIT DWELLING |
| NUMBER OF DWELLING UNITS: | - | 56 (TOTAL) |
| NUMBER OF DWELLING UNITS PER BUILDING (MAX): | 8 | 6 |
| LOT AREA: | - | 14,015m ² |
| LOT AREA PER DWELLING UNIT (MIN.): | 160m ² | 250.3m ² |
| LOT AREA PER DWELLING UNIT (MAX.): | 320m ² | 250.3m ² |
| LOT FRONTAGE (MIN.): (STREET 'C') | 20.0m | 112.97m |
| LOT DEPTH (MIN.): | 30.0m | 121.45m |
| YARDS | | |
| FRONT (MIN.): (NORTH - STREET 'C') | 7.5m | UNITS 38 AND 56 3.0m |
| INTERIOR (MIN.): (WEST) | 3.0m | UNIT 26 3.0m |
| INTERIOR (MIN.): (EAST) | 3.0m | UNITS 1-16 7.28m |
| REAR (MIN.): (SOUTH) | 10.5m | UNIT 16 3.00m |
| LOT COVERAGE (MAX.): | 40% | 37.8% |
| LANDSCAPE OPEN SPACE (MIN.): | 30% | 29.6% |
| BUILDING HEIGHT (MAX.): | 11.0m | 11.0m (MAX) |
| AMENITY SPACE PER DWELLING (MIN.): | 40m ² | 74.0m ² |
| DISTANCE BETWEEN MULTIPLE DWELLINGS | 12.0m | 2.5m |
| GARBAGE STORAGE: | | INTERNAL CURBSIDE COLLECTION |
| PARKING | | |
| DWELLING UNIT PARKING | 83 (1.5/UNIT) | 112 (2.00/UNIT) |
| OTHER PARKING | | |
| ACCESSIBLE VISITOR PARKING | 2 (4% OF 31) | TYPE 'A' 1 TYPE 'B' 1 |
| STANDARD VISITOR PARKING | - | 29 |
| TOTAL VISITOR PARKING | - | 31 |

Plate 4: Proposed Medium Density Block
File Nos: SB 22-03-7 & ZN 7-22-10 - Performance Communities Realty Inc.
Part Lot 6, Concession 10 (Dereham), Blocks 18-21, Plan 41M-148, Town of Tillsonburg

LEGEND

 SITE LIMITS
 GARBAGE PICK-UP PADS FOR UNITS 13-16 AND 23-26

SEE DRAWINGS No. XX FOR GENERAL NOTES

STAMP: METRIC SCALE 1:400

TOWN OF TILLSONBURG
 Cyril J. Demeyere Limited
 P.O. Box 460, 261 Broadway
 Tillsonburg, Ontario, N4G 4H8
 Tel: 519-688-1000
 866-302-9886
 Fax: 519-842-3235
 cjdl@cjdlteng.com

CJDL
 Consulting Engineers

ROLLING MEADOWS
 BLOCK 104- RP 41M-XXXX
 PERFORMANCE COMMUNITIES INC.
ZONING FIGURE

| | | |
|-------------------|-----------------|-------------------|
| DESIGN BY: ACV | DRAWN BY: ACV | CHECKED BY: ACV |
| PROJECT NO. 22034 | SURVEY BY: CJDL | DATE: 14 NOV 2022 |

DRAWING No. 01

I:\ACAD Projects\2022\22034\04-Layouts\22034_SitePlan_VLC.dwg, 2022-11-14 1:29:58 PM, CJD LPC38

Schedule "A"
To Report No. CP 2023-113

CONDITIONS OF DRAFT APPROVAL –
SB 22-03-7 – Performance Communities Realty Inc.

1. This approval applies to the draft plan of subdivision submitted by Performance Communities Realty Inc, (SB 22-03-7) and prepared by CJDLC Consulting Engineers, as shown on Plate 3 of Report No. CP 2023-113 and comprising Blocks 18-21, Plan 41M-148, Part of Lots 6, Concession 10 (Dereham) in the Town of Tillsonburg subject to the following modifications:
 - a. Inclusion of 0.3 m reserves at the northern terminus of Woodcock Drive & Street B;
 - b. Required modifications to implement recommendations of the Peer Review of EIS completed by Beacon Environmental Inc, dated March 3, 2023.
2. The Owner shall enter into a subdivision agreement with the Town of Tillsonburg and County of Oxford.
3. The Owner agrees in writing, to install fencing as may be required by the Town, to the satisfaction of the Town of Tillsonburg.
4. The Owner agrees in writing, to satisfy all requirements, financial and otherwise, of the Town regarding construction of roads, installation of services, including water, sewer, electrical distribution systems, sidewalks, street lights, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with the standards of the Town, to the satisfaction of the Town of Tillsonburg.
5. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, a grading plan, servicing plan, hydro and street lighting plan, and erosion and siltation control plan, along with reports as required, be reviewed and approved by the Town, and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports, to the satisfaction of the Town of Tillsonburg.
6. The road allowances included in the draft plan of subdivision shall be dedicated as public highways, to the satisfaction of the Town of Tillsonburg.
7. The streets included in the draft plan of subdivision shall be named, to the satisfaction of the Town of Tillsonburg.
8. The subdivision agreement shall contain provisions requiring the Owner provide an overall Landscaping Plan depicting at least one (1) tree per lot, in accordance with Tillsonburg's Design Guidelines. The Town shall approve the species of tree to be planted.
9. The Owner shall convey Blocks 97, 98, 99 & 100 to the Town of Tillsonburg as walkway/pedestrian trails, free of any liens or encumbrances, in a suitable condition, to the satisfaction of the Town of Tillsonburg.

10. The Owner shall retain a Landscape Architect to prepare a landscape plan for the plan of subdivision, to the satisfaction of the Town of Tillsonburg.
11. Prior to the approval of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the Town's Zoning By-law. Certification of lot areas, frontages, and depths shall be provided to the Town by an Ontario Land Surveyor retained by the Owner, to the satisfaction of the Town of Tillsonburg.
12. Prior to the approval of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the Town of Tillsonburg and County of Oxford.
13. Prior to the approval of the final plan by the County, such easements as may be required for utility and drainage purposes shall be granted to the appropriate authority, to the satisfaction of the Town of Tillsonburg and County of Oxford Public Works.
14. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Transportation Impact Study prepared by Paradigm Transportation Solutions Limited, May 2022. This will be completed to the satisfaction of the Town of Tillsonburg and the County of Oxford.
15. The Owner agrees in writing, to follow and implement all recommendations contained in the Geotechnical Investigation and Slope Stability Assessment, prepared by EXP Services Inc., dated April 2022, to the satisfaction of the Town of Tillsonburg and County of Oxford.
16. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Functional Servicing Report, prepared by CJDL Consulting Engineers, May 2022, to the satisfaction of the Town of Tillsonburg and County of Oxford.
17. The Owner agrees in writing to implement all recommendations, mitigation measures, monitoring programs contained in the Environmental Impact Study, prepared by Dance Environmental Inc., dated November 2022 and the resulting peer review, to the satisfaction of the Town of Tillsonburg and County of Oxford. Specifically, this includes:
 - a) Low Impact Development techniques be implemented to encourage groundwater recharge;
 - b) Requirement for additional plantings and buffer areas;
 - c) Requirement for erosion and sedimentation controls for pre and post construction near the proposed stormwater outlet;
 - d) Preparation of a detailed planting plan with appropriate native species in recommended areas;
 - e) Preparation of detailed plans for walkways and trails, to ensure there is no negative impact to existing woodland and natural features;
 - f) Tree protection plan be submitted with the detailed lot grading plan, depicting size, species and condition of trees to be removed and trees to be protected;
 - g) Monitoring of restoration areas/ plantings for one year after planting to ensure they have survived;

- h) Inclusion of chain link fencing along rear lot lines adjacent to natural heritage features;
 - i) Development of an educational homeowner brochure for lots backing onto the Natural Heritage feature and hedgerows.
18. The Owner agrees in writing, to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision, to the satisfaction of County of Oxford Public Works.
 19. The subdivision agreement shall make provision for the assumption and operation of the water and sewage system within the draft plan of subdivision by the County of Oxford, to the satisfaction of County of Oxford Public Works. A CAD file of the watermain layout for the entire development showing the water main location, hydrants, valves, street and lot fabrics will be required so that it can be integrated into the County's water modeling.
 20. The Owner agrees in writing, to prepare and submit for approval from County of Oxford Public Works, detailed servicing plans designed in accordance with the County Design Guidelines, to the satisfaction of County of Oxford Public Works.
 21. Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Tillsonburg water and sanitary sewer systems to service the plan of subdivision. Confirmation shall be given in accordance with the "Protocol for Allocation of Water and Sewage Capacity for Development".
 22. The Owner agrees that prior to registration of each phase of development, the Owner shall demonstrate to the satisfaction of the County of Oxford that each phase shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.
 23. The Owner acknowledges that further review and discussions will be conducted with the Town and County to determine required upgrades to the water system for this development as described within the Functional Servicing Report as modelled fire flow requirements cannot be met with current infrastructure.
 24. The Owner agrees in writing that external watermain upgrades are required and that there will be cost-sharing between the County and the Owner. The amounts are to be mutually agreed upon and can be finalized in any future subdivision agreement.
 25. Prior to the signing of the final plan by the County of Oxford, the owner shall submit an archaeological assessment of the subject property and mitigate, through preservation or resources removal and documentation, adverse impacts to any significant archaeological resources found. No grading or other soil disturbances shall take place on the subject property prior to the issuance of a clearance letter by the Ministry of Culture confirming that all archaeological resource concerns have met licensing and resource conservation requirements.

26. The subdivision agreement shall contain a provision directing the owner and all future owners of properties within the draft plan to include the following environmental warning clause in all purchase and sale agreements:

“Purchasers are advised that dust, odour, noise and other emissions from normal agricultural activities conducted in the periphery of the subject lands, in the Township of South-West Oxford, may be of concern and may interfere with some residential activities”.

27. Prior to the approval of the final plan by the County, the Owners shall secure clearance from the Long Point Region Conservation Authority (LPRCA), indicating that final lot grading plans, soil conservation plan, and stormwater management plans have been completed to their satisfaction.
28. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Canada Post Corporation with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.
29. Prior to the approval of the final plan by the County, the Owner shall agree in writing, to satisfy the requirements of Enbridge Gas that the Owner/developer provide Enbridge Gas Limited with the necessary easements and/or agreements required for the provisions of gas services, to the satisfaction of Enbridge Gas Limited.
30. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by the Town of Tillsonburg that Conditions 2 to 17 (inclusive), have been met to the satisfaction of the Town. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
31. Prior to the approval of the final plan by the County, the Owner shall secure clearance from the County of Oxford Public Works Department that Conditions 12 to 24 (inclusive), have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
32. Prior to the approval of the final plan by the County, the Owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.
33. This plan of subdivision shall be registered on or before April 12, 2026, after which time this draft approval shall lapse unless an extension is authorized by the County of Oxford.

THE COUNTY OF OXFORD

BY-LAW NO. **6533-2023**

BEING a By-Law to adopt Amendment Number 295 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 295 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 295 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 295
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules attached hereto
constitutes Amendment Number 295 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The proposed Official Plan Amendment (OPA) amends Schedule “T-2,” Town of Tillsonburg Residential Density Plan, to re-designate one block within the proposed plan of subdivision for future Medium Density Residential development.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg. The lands are located on the north side of Bobolink Drive, and the lands do not currently have a civic address.

3.0 BASIS FOR THE AMENDMENT

The amendment has been initiated to amend Official Plan Schedule “T-2,” Town of Tillsonburg Residential Density Plan, to re-designate one block within the proposed plan of subdivision for future Medium Density Residential development.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types, tenures, and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

It is the opinion of Council that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. The proposed Medium Density Block abuts a proposed collector road which is being designed with a 22.0 metre right-of-way. Until such time as the collector road is extended to the east or west, traffic will be directed to the south of the proposed development, and two points of access have been provided to facilitate that movement. The subdivision plan has been prepared in coordination with the landowner to the east such that the collector road can align with the collector road extension to the east. It is noted that this planned collector road has been identified on Schedule T-4 of the Official Plan, (Town of Tillsonburg Transportation Network Plan), since the adoption of the Official Plan in 1995.

The proposed Medium Density block is close to shopping, recreation and cultural uses. An existing neighbourhood park abuts the draft plan of subdivision to the south. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link for residents of the proposed medium density block to access to the public park. Shopping, including a food store is located southwest of the subject lands. The proposed medium density block will be within a five minute walk of the existing food store. Other community serving uses including a fitness centre, gas station and religious institution are also located nearby. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the proposed draft plan of subdivision with other townhouse development. The block is expected to be adequately serviced from the new infrastructure in the proposed plan of subdivision, and is sufficiently large to provide required parking and amenity areas.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

4.1 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 1" on Schedule "A" attached hereto as "Medium Density Residential".

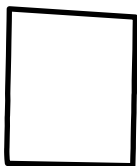
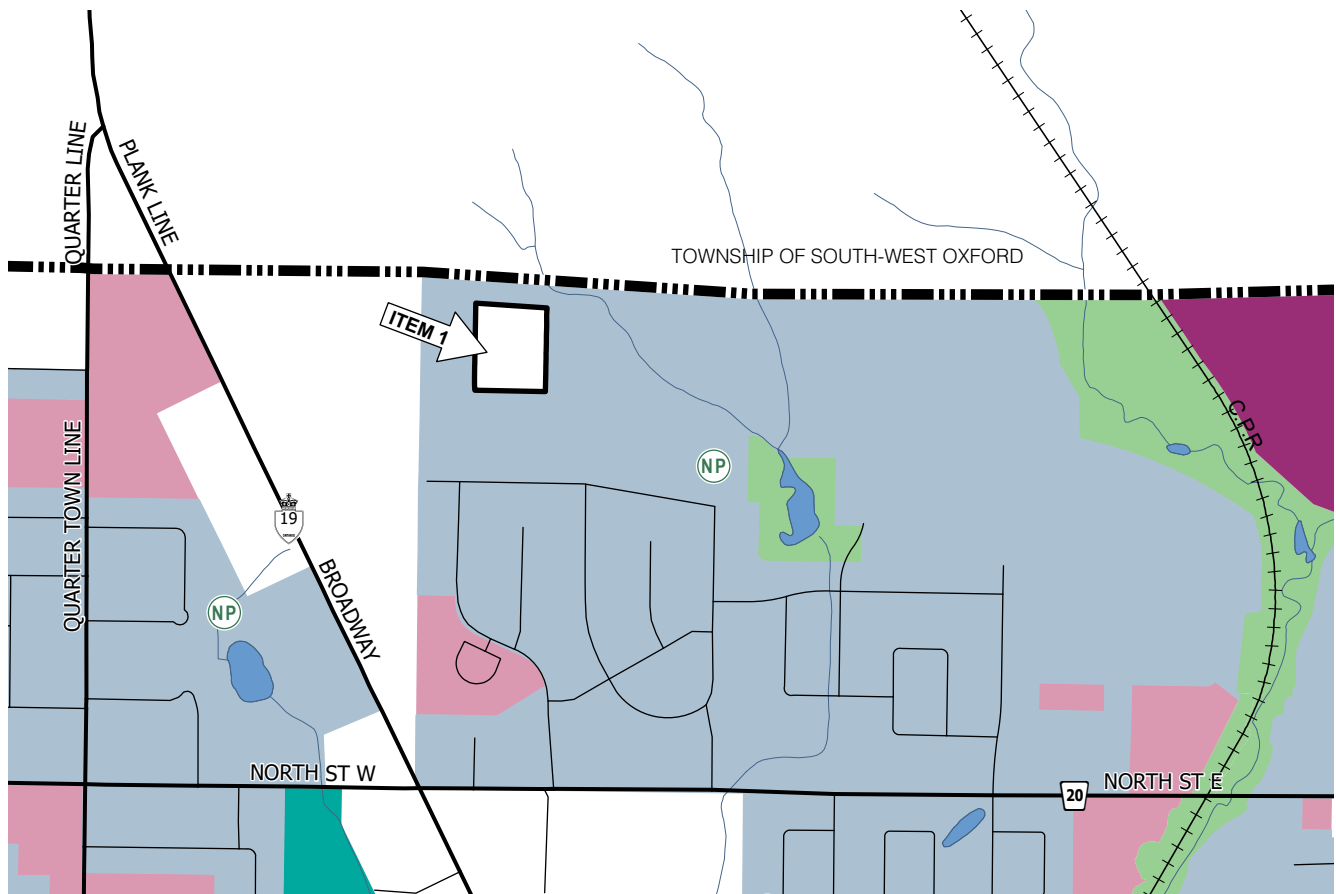
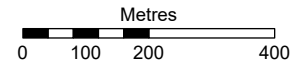
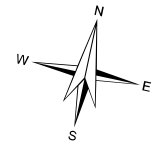
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.







SCHEDULE "A"
 AMENDMENT No. 295
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



- AREA OF THIS AMENDMENT

ITEM 1 - CHANGE FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL

RESIDENTIAL DENSITY PLAN LEGEND

-  LOW DENSITY RESIDENTIAL
-  MEDIUM DENSITY RESIDENTIAL
-  HIGH DENSITY RESIDENTIAL
-  MOBILE HOME PARK
-  OPEN SPACE
-  NEIGHBOURHOOD PARK

To: Warden and Members of County Council

From: Director of Community Planning

Applications for Official Plan Amendment and Plan of Subdivision OP 22-19-7; SB 22-07-7 - Lindprop Corp.

RECOMMENDATIONS

1. That Oxford County Council approve Application OP 22-19-7, submitted by Lindprop Corp., for lands legally described as Part of Lots 4 & 5, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg, to re-designate portions of the subject lands Low Density Residential, Medium Density Residential, and Open Space to facilitate a proposed draft plan of subdivision;
2. And further, that Council approve the attached Amendment No. 294 to the County of Oxford Official Plan and that the necessary by-law to approve Amendment No. 294 be raised;
3. And further, that Oxford County Council grant draft approval to a proposed residential subdivision, File No. SB 22-07-7, submitted by Lindprop Corporation Inc, for lands legally described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg, consisting of 15 blocks for low density residential development (consisting of single detached dwellings, semi-detached dwellings or townhouse dwellings), 1 block for future medium density residential development, 4 open space blocks, served by 5 new local streets and the extension of Martin Street, Braun Avenue, and Mallard Avenue, subject to the conditions attached to this report as Attachment 4 being met prior to final approval.

REPORT HIGHLIGHTS

- The proposed Official Plan Amendment will amend the extent of the Open Space designation to coincide with the findings of the Environmental Impact Study prepared for the development, and to facilitate a medium density residential block in the northeast portion of the subject property.
- The proposed draft plan of subdivision consists of 15 blocks for low density residential development (consisting of single detached dwellings, semi-detached dwellings and/or townhouse dwellings), 1 block for future medium density residential development, 4 open space blocks, served by 5 new local streets and the extension of Martin Street, Braun Avenue, and Mallard Avenue.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

- The proposal is generally consistent with the relevant policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan respecting residential development and the protection of natural features, and can be supported from a planning perspective.

Implementation Points

This application will be implemented in accordance with the relevant objectives, strategic initiatives and policies contained in the Official Plan.







Financial Impact

The approval of this application will have no financial impact beyond what has been approved in the current year's budget.

Communications

In accordance with the requirements of the Planning Act, notice of complete application regarding this proposal was provided to surrounding property owners on February 23, 2023, and notice of public meeting was issued on March 13, 2023. At the time of writing this report, no comments have been received from the public.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| <i>WORKS WELL TOGETHER</i> | <i>WELL CONNECTED</i> | <i>SHAPES THE FUTURE</i> | <i>INFORMS & ENGAGES</i> | <i>PERFORMS & DELIVERS</i> | <i>POSITIVE IMPACT</i> |
| | | 3.ii | | | |

DISCUSSION

Background

Owner: Lindprop Corp.
7681 Highway 27, Unit 16, Woodbridge ON L4L 4M5

Agent: Peter Penner, CJDLC Consulting Engineers
261 Broadway, Tillsonburg ON N4G 4H8

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

Location:

The subject lands are described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg. A small portion of the subject property is located within the Township of South-West Oxford. The lands are located on the north side of North Street East and west of the CPR Railway, and are municipally known as 112 North Street East, Tillsonburg

County of Oxford Official Plan:

Existing Designation:

| | | |
|----------------|---|---|
| Schedule "T-1" | Town of Tillsonburg Land Use Plan | Residential Open Space |
| Schedule "T-2" | Town of Tillsonburg Residential Density Plan | Low Density Residential Medium Density Residential |

Proposed Designations:

| | | |
|----------------|---|---|
| Schedule "T-1" | Town of Tillsonburg Land Use Plan | Residential Open Space |
| Schedule "T-2" | Town of Tillsonburg Residential Density Plan | Low Density Residential Medium Density Residential |

Town of Tillsonburg Zoning By-law 3295:

Existing Zoning: Future Development Zone (FD)

Proposed Zoning: Special Low Density Residential Type 3 Zone (R3-sp)
Special Medium Density Residential Zone (RM-sp)
Special Active Use Open Space Zone (OS2-sp)

Recommended Zoning: Special Low Density Residential Type 3 Zone (R3-sp)
Special Medium Density Residential Zone (RM-sp)
Passive Use Open Space Zone (OS1)
General Agricultural Zone (A2)

Proposal:

The proposed Official Plan Amendment (OPA) proposes to amend Official Plan Schedule "T-2," Town of Tillsonburg Residential Density Plan, to alter the extent of the existing Low and Medium Density Residential designations in the southeast portion of the lands, and to amend Official Plan Schedule "T-1," Town of Tillsonburg Land Use Plan, to re-designate one block within the proposed plan of subdivision from Open Space to Residential and Medium Density Residential. The proposed changes to Schedule 'T-1' would also amend the extent of the Open Space designation

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

to reflect the findings of the Environmental Impact Study that was prepared and peer reviewed for the proposed development.

The application for Draft Plan of Subdivision will facilitate the creation of 15 blocks for low density residential development (consisting of single detached dwellings, semi-detached dwellings and/or townhouse dwellings), 1 block for future medium density residential development, 4 open space blocks, served by 5 new local streets and the extension of Martin Street, Braun Avenue, and Mallard Avenue.

The Zone Change application proposes to rezone the lands from 'Future Development Zone (FD)' to 'Special Low Density Residential Type 3 Zone (R3-sp)', 'Special Medium Density Residential Zone (RM-sp)' and 'Special Active Use Open Space Zone (OS2-sp)' to facilitate the above noted Draft Plan of Subdivision. Site specific zoning provisions have been requested, and further details are included in the 'Zoning' section of this report. The current 'General Agricultural Zone (A2)' zoning of the portion of the lands within the Township of South-West Oxford is proposed to remain unchanged.

A functional servicing report, planning justification report, Archeological Assessment Report, Environmental Impact Study, Transportation Impact Study, and Geotechnical and Slope Stability Report, and Noise and Vibration Feasibility Study were submitted in support of the applications.

The subject lands comprise approximately 28.7 ha (70.9 ac) and have been used historically for agricultural purposes. No buildings or structures are present on the property. Surrounding uses include residential uses to the south and west, lands planned for residential uses to the east, and agricultural uses in the Township of South-West Oxford to the north.

Plate 1, Location Map with Existing Zoning, indicates the location of the subject site and the existing zoning in the immediate vicinity.

Plate 2, 2020 Aerial Map, provides an aerial view of the subject property and surrounding area.

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

Comments

2020 Provincial Policy Statement

Section 1.1.1 of the Provincial Policy Statement (PPS) directs that healthy, liveable and safe communities are sustained by promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term, accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment, institutional, recreation, park and open space, and other uses to meet long-term needs.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

Section 1.1.2 of the PPS directs that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines.

Section 1.4.1 sets out policies which are intended to provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area. To accommodate this, planning authorities shall maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and if necessary, lands which are designated and available for residential development.

Section 1.7.1 directs that long-term economic prosperity should be supported by, among other measures, encouraging residential uses to respond to dynamic market-based needs and providing necessary housing supply and range of housing options for a diverse workforce, optimizing the long-term availability and use of land, resources, infrastructure and public service facilities.

The PPS also contains policies which direct that natural features and areas shall be protected for the long term. Section 2.1.2 directs that diversity and connectivity of natural features in an area and the long-term ecological function and biodiversity of natural heritage systems should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and ground water features. Section 2.1.5 directs that development and site alteration shall not be permitted in significant woodlands and significant wildlife habitat.

The overall intent of Section 3.0 - Protecting Public Health and Safety of the PPS is to reduce the potential public cost or risk to current and future residents from natural or human-made hazards. As such, "development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new, or aggravate existing hazards."

Section 3.1 of the Provincial Policy Statement provides that development shall generally be directed, in accordance with guidance developed by the Province (as amended from time to time), to areas outside of hazardous lands adjacent to river, stream and small inland lake systems which are impacted by flooding hazards and/or erosion hazards. Section 3.1.2 provides that development and site alteration shall not be permitted within areas that would be rendered inaccessible to people and vehicles during times of flooding hazards, erosion hazards and/or dynamic beach hazards, unless it has been demonstrated that the site has safe access appropriate for the nature of the development and the natural hazard.

Official Plan

The subject lands are currently designated 'Low Density Residential', 'Medium Density Residential' and 'Open Space', as per Schedules T-1 & T-2 of the Official Plan.

Low Density Residential Areas are those lands that are primarily developed or planned for a variety of low rise, low density housing forms including single-detached dwellings, semi-detached, duplex or converted dwellings, quadraplexes, townhouses and low density cluster development.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

In these areas, it is intended that there will be a mixing and integration of different forms of housing to achieve a low overall density of use. It is not intended that the full range of housing will be permitted in every individual neighbourhood or development.

The maximum net residential density in the Low Density Residential Designation is 30 units/ha (12 units/ac) and the minimum net residential density is 15 units/ha (6 units/ac). If the maximum number of units proposed (315) in the 15 low density residential blocks are developed, this would result in a net residential density of 29.9 units/ha (11.9 units/ac).

Medium Density Residential areas are those lands that are primarily developed or planned for low profile multiple unit development that exceed densities established in Low Density Residential Districts. Residential uses within Medium Density Residential areas include townhouses, cluster houses, converted dwellings, and apartment buildings.

The maximum net residential density in the Medium Density Residential area is 62 units per hectare (25 units per acre) and no building shall exceed four stories in height at street elevation. Within areas of new Medium Density Residential development, the minimum net residential density shall be 31 units per hectare (13 units per acre). The proposed medium density block would have a net residential density of approximately 43.9 units per hectare (17.8 units per acre).

In addition to areas predominantly composed of existing or planned Medium Density Residential development as identified on Schedule T-2, any further designations will be consistent with the following location criteria:

- Sites which abut arterial or collector roads or which are situated such that movements from the site do not flow through any adjoining Low Density Residential area;
- Sites which are close to shopping, recreation, cultural and community facilities;
- Sites which are adjacent to commercial areas, Community Facilities or High or Medium Density Residential Areas.

Any lands proposed for Medium Density Residential development not identified on Schedule "T-2" will require an amendment to the Official Plan. In addition to the location policies identified, when considering proposals to designate lands for Medium Density Residential development, Town Council and County Council will be guided by the following site specific criteria:

- the size, configuration and topography of the site is such that there is sufficient flexibility in site design to mitigate adverse effects on the amenities and character of any adjacent Low Density Residential area through adequate buffering and screening;
- the location of vehicular access points and the likely effects of traffic generated by the proposal on Town streets has been assessed and is acceptable;
- adequate hard service capacity including water distribution, sanitary and storm sewers, power and gas distribution facilities is or will be available to accommodate the proposed development;
- off-street parking and outdoor amenity areas can be provided; and
- the effect of the proposed development on environmental resources or the effect of environmental constraints on the proposed development will be addressed and mitigated as outlined in Section 3.2.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

The subject lands contain significant woodlands and valleylands. Section 3.2 of the Official Plan requires that where site alteration is occurring within or 50 m adjacent to Significant Valleylands or Significant Woodlands, that an Environmental Impact Study be prepared.

New permitted uses, or expansions/enlargements to existing uses, buildings, or structures within or adjacent to a Natural Heritage designation that requires a Planning Act approval may be permitted if it can be demonstrated through an Environmental Impact Study (EIS), prepared to the satisfaction of the Municipality in accordance with the policies contained in Section 3.2 of this Plan, that there will be no negative impacts to the natural heritage features and/or their ecological functions.

The policies of Section 10.3.3 (Plans of Subdivision and Condominium) provide that County and Town Council will evaluate applications for a plan of subdivision on the basis of the requirements of the Planning Act, as well as criteria including, but not limited to, the following:

- Conformity with the Official Plan;
- The availability of community services such as roads, water, storm and sanitary sewers, waste disposal, recyclable collection, public utilities, fire and police protection, parks, schools and other community facilities;
- The accommodation of Environmental Resources and the mitigation of environmental and human-made constraints;
- The reduction of any negative effects on surrounding land uses, transportation networks or significant natural features;
- The design of the plan can be integrated into adjacent developments, and;
- The design of the plan is to be compatible with the natural features and topography of the site, and proposals for extensive cut and fill will be discouraged.

As a condition of draft plan approval, County Council will require an applicant to satisfy conditions prior to final approval and registration of the plan. The applicant will be required to meet the conditions of the draft approval within the specified time period, failing which, draft plan approval may lapse. Additionally, to provide for the fulfillment of these conditions, and for the installation of services according to municipal standards, County Council shall require the applicant to enter into a subdivision agreement with the area municipality and, where necessary, the County, prior to final approval of the plan.

Zoning By-law

The subject lands are currently zoned 'Future Development Zone (FD)' in the Town Zoning By-Law, and the small portion of the subject lands within the Township of South-West Oxford are zoned 'General Agricultural Zone (A2)'. The Zone Change application proposes to rezone the lands to 'Special Low Density Residential Type 3 Zone (R3-sp)', 'Special Medium Density Residential Zone (RM-sp)' and 'Special Active Use Open Space Zone (OS2-sp)' to facilitate the proposed Draft Plan of Subdivision.

The requested zoning provisions would permit single detached dwellings, semi-detached dwellings and additional residential units with increased lot coverage, reduced exterior side yard and interior side yard widths, reduced rear yard depths, and increased permitted projection for uncovered and covered decks and porches.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

The requested zoning provisions for townhouse units include reductions to minimum lot area and frontage for interior, end and corner townhouse units, reduced front yard depth and exterior side yard width for main buildings, increased lot coverage, increased driveway width, and increased permitted projections for uncovered and covered decks and porches.

The requested zoning provisions for the proposed medium density block would reduce the front yard and rear yard depth, reduce the minimum interior side yard width, reduce the minimum setback between multiple dwellings on one lot, allow multiple unit dwellings to front on a private street, and increase the maximum building height.

It is also requested that an additional residential unit be permitted on single detached dwelling lots under the proposed R3-sp zoning, provided that one additional parking space is provided for the ARU.

Planning staff recommend that the proposed 'Special Active Use Open Space Zone (OS2-sp)' which is proposed for the rear yards that are adjacent to the open space blocks be rezoned to 'Passive Use Open Space (OS1)', which does not permit any buildings or structures, as recommended by the peer review of the EIS. The applicant's proposal to permit structures such as decks and pools within the OS2-sp zone subject to providing an arborist report to the satisfaction of the Town is deemed by Town staff to be unworkable as the Town does not have the resources on staff to review arborist reports.

It is recommended that Holding Provisions be utilized (as has been standard practice in the Town for draft plans of subdivision) to ensure that all appropriate development agreements are in place prior to the issuance of any building permits.

Agency Comments

The Town of Tillsonburg Engineering Services Department provided the following comments:

- 0.3 m reserve must be provided in Block 7 to prevent access from the proposed condominium block;
- 0.3 m reserve must be provided where Street 'H' ends and meets up with SWOX;
- Paget municipal drain must be abandoned once the storm water infrastructure is present;
- Completion of the SWM pond in Lindprop Phase 1 (SB 21-07-7) is required prior to any development occurring within this draft plan;
- Streets I, C and Mallard should all have a 22.0m right of way;
- Detailed SWMP may need to be revised as the SWMP provided in Lindprop Phase 1 contemplated a 65% impervious surface, including a typical driveway. With the new proposal and request of wider driveways from 50% to 80% that represent more impervious surface.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

If approved, please include the following as conditions of draft plan approval:

- a. The Owner agrees to satisfy all requirements, financial and otherwise, of the Town regarding the construction of roads, installation of services, including water, sewer, electrical distribution systems, street lights, sidewalks, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with Town standards.
- b. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, a grading plan, servicing plan, hydro and street lighting plan, and erosion and siltation control plan, along with reports as required, be reviewed and approved by the Town, and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports.
- c. Such easements as may be required for utility or drainage purposes outside of the public right-of-way shall be granted to the appropriate authority.

The Town of Tillsonburg Recreation, Culture and Parks Department indicated that the proposed parkland to be dedicated, shown as Block 18 in the proposed draft plan is not acceptable. These lands were identified in the EIS as wetlands and environmentally sensitive lands that have limited potential for park purposes.

The applicant shall provide an alternate location for parkland dedication, in proximity to the proposed Medium Density Blocks on the eastern portion of the site.

Town of Tillsonburg Building and By-Law Services provided the following comments:

- The applicant's suggested OS2-sp zoning, which would permit an accessory structure within the recommended buffer area identified in the EIS subject to an arborist report is not feasible. Building staff do not have the expertise, and Town staff do not have the expertise or capacity to review arborist reports or arrange for them to be sent for peer review or for review to other 3rd parties. It is recommended that the zoning of these buffer areas be OS1 so that it is clear to future homeowners that no structures are permitted in these areas as per the submitted EIS.

The Oxford County Public Works Department provided the following comments:

- Final watermain sizing of the proposed water distribution system within the development will be determined during detailed design to ensure domestic and fire flows will be provided throughout the subdivision.
- The owner shall be aware that the proposed Phase 2 will not advance unless an adequate watermain loop is installed to ensure security of supply.
- The County is currently in the process of completing a revised Water Master Plan. Results from this updated master plan in reference to this development will need to be reviewed once the results/recommendations are available.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

Requested conditions of approval from Oxford County Public Works Department have been included, as appropriate, in the recommended conditions of approval.

Long Point Region Conservation Authority provided the following comments:

Staff can advise that blocks 1-15 are consistent with section 3.1 of the Provincial Policy Statement, 2020. LPCRA staff have no objections to the concept of the application.

LPRCA staff have concerns regarding the proposed Official Plan Amendment, Zoning By-law Amendment and development in the north-east corner of the property. From the submitted application, there is not enough information to determine if the habitable dwellings would be subject to natural hazards or have safe access.

- To clarify, the proposed Official Plan Amendment, zone change and development regarding Block 16, (within block 20 in the north east corner) may be subject to natural hazards. Please see the attached map for clarification of the area of concern. Staff require additional information relating to the development and access in the north-east corner of the property to adequately review against the applicable section 3.1 policies of the PPS.

LPRCA have reviewed the stormwater management design using the 2003 MECP Stormwater Management Planning and Design Manual, MTO Drainage Manual, LID Stormwater Management Manual, the sustainable technologies STEP website <https://sustainabletechnologies.ca/>, and the Municipal SWM guidelines.

Staff have the following comments with regard to Stormwater Management:

- Road ponding is limited to 0.3m during major storm events. This is satisfactory.
- More details are anticipated for Area E2C in regard to its separate storm water system prior to approval of setbacks. The proposed development may be affected by the proposed roadway over the riverine. The construction of a roadway over the watercourse may have an effect on the floodplain upstream.
- The major flow system drains to the storm water pond, but its method of conveyance was not mentioned. The post development storm tributaries drawing illustrates the major flow will travel by road and enters the lots via maintenance trails. Please provide justification for how these walkways will be able to accommodate major flow.
- Storm water pond design should refer to the geotechnical recommendations when designing and constructing.
- Cross sections provided in the geotechnical report do not consistently reference the most concerning slopes. The setbacks should be adjusted to reflect the most severe slopes (i.e. the ravine finger between cross section C&D). The proposed phase 2 development location (in the north east corner) should be determined using the updated geotechnical setbacks.
- The utilization of the treatment train approach is suggested to improve run off water quality into the vulnerable aquifer region.

The subject property is partially within the regulated area under Ontario Regulation 178/06. Any development within the regulated area requires a permit prior to development. This includes any grading or outlet structures.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

The Thames Valley District School Board indicated that the subject property and proposed Draft Plan of Subdivision is currently located within the attendance area boundaries of South Ridge Public School (Elementary – Junior Kindergarten to Grade 8) and Glendale High School (Secondary – Grade 9 to Grade 12). South Ridge Public School is operating at capacity and enrolment is expected to increase.

TVDSB requests that the following clause be included as a condition of draft plan approval for the proposed development:

“The Owner shall inform all purchasers of residential lots by including a condition in all purchase and sale and/or lease agreements stating that the construction of additional public school accommodations is dependent on funding approval from the Ontario Ministry of Education. Therefore, the subject community may be designated as a “holding zone” by the Thames Valley District School Board and pupils may be assigned to existing schools as deemed necessary by the Board.”

The Board regularly reviews accommodation conditions across all elementary and secondary schools and will provide updated comments as necessary. We would appreciate it if you could please keep us updated regarding this application.

Town of Tillsonburg Council

Town of Tillsonburg Council considered the applications for Official Plan Amendment, draft plan of subdivision approval, and application for zone change at their regular meeting of March 27, 2023. Town Council adopted resolutions supporting the proposed Official Plan Amendment and draft plan of subdivision, and approved the proposed zoning amendment in principle.

Planning Analysis

The subject applications for Official Plan amendment, draft plan of subdivision approval will facilitate the development of a residential plan of subdivision in the Town of Tillsonburg.

It is the opinion of staff that the proposal is consistent with the relevant policies of the Provincial Policy Statement. The proposed development is considered to be a form of infilling that promotes a mix of housing types and represents an efficient use of lands, municipal services and infrastructure within a designated settlement area, which is consistent with Sections 1.1.1, 1.1.3.1, 1.1.3.2, 1.1.3.3 and 1.4.3 of the PPS. The development also contributes to housing types and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

With respect to the development of the Medium Density Block identified as Block 16 on the proposed draft plan, planning staff are of the opinion that it is premature to re-designate this block prior to confirmation being received from the Long Point Region Conservation Authority that the access and egress to the block is appropriate, and the natural hazards impacting the have been satisfactorily addressed. As this block has only one access that must traverse the existing watercourse, Planning staff recommend that the re-designation of this portion of the proposed subdivision plan be deferred until such time that confirmation is received that the challenges relating to natural hazards can be satisfactorily addressed.

Transportation Impact Study

The applicant submitted a Transportation Impact Study (TIS) prepared by Paradigm Transportation Solutions. The study evaluated the impacts on the transportation network that could potentially result from the development of the subject lands and adjacent developments. The study indicates that the intersections within the study area currently operate within acceptable levels of service, but notes that in 2027 background traffic conditions the eastbound shared through/ left-turn movement at the intersection of Broadway and North Street.

In 2027, with total traffic conditions, the westbound left-turn movement at the intersection of Broadway and North Street is forecast to operate with 95th percentile queues exceeding the available storage during the AM peak hour.

The study recommended the following intersection improvements:

- Broadway and North Street: The westbound left-turn movement is forecast to operate with 95th percentile queues exceeding the available storage of 40 metres during the AM peak hour. These queues can be accommodated within the existing two-way centre left-turn lane on North Street.
- North Street and Coulthard Street/Braun Avenue: The southbound left-turn movement is forecast to operate with LOS E and a v/c ratio of 0.47 during the PM peak hour. The low v/c ratio indicates the delay is likely due to the high volumes of through traffic on North Street which limits the number of available gaps for side street traffic.

Based on the findings and conclusions of the study, it is anticipated that the proposed development can be accommodated within the Town's existing street and road network, with the required additional storage being able to be accommodated within the existing streets. A condition of approval has been included to ensure that the recommendations of the study are appropriately implemented, prior to final approval.

Noise and Vibration Feasibility Study

A Noise and Vibration feasibility study was submitted in support of the proposed development due to the presence of the railway corridor to the east, and transportation noises from North Street East. The study concluded that the noise levels for dwellings near North Street could exceed the applicable noise limits; for these dwellings windows and the building envelope will need to be designed to provide acoustic mitigation.

The study also identified that a berm, or combination berm and noise barrier will be required to be erected on the subject property, parallel to the railway ROW. The study also recommended a minimum setback of 40 m between the railway right of way and the residential building foundation to ensure that vibration from the railway is within appropriate limits. This setback could be reduced subject to further review and analysis once the building design and foundation type have been determined. It is expected that this 40 m setback to building foundations can be accommodated for Block 16, and will be confirmed through the site plan approval process.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

The study also recommended the use of standard warning clauses to be included in the subdivision agreement to provide appropriate disclosure and notice to future owners and purchasers.

Environmental Impact Study

An Environmental Impact Study was submitted in support of the application for draft plan approval, as the subject lands contain significant woodlands, valleylands, and fish habitat.

The EIS reviewed the 0.08 ha of wetland and 2.29 ha of upland vegetation that is proposed for removal. The removals in the northwest corner of the subject property will facilitate the construction of a planned collector road to the proposed residential subdivision to the west, and further west to Broadway, as per Schedule T-4 of the Official Plan.

The EIS included the 53 specific recommendations and mitigation measures to ensure there is a net environmental gain as required by the Official Plan, some of the recommendations include:

- Requirement for additional plantings and buffer areas;
- Requirement for tree protection fencing to be installed prior to any construction commencing;
- Requirement for fish passage and terrestrial wildlife movements, including measures to avoid inadvertent harm to fish near the private water crossing;
- Requirement for erosion and sedimentation controls for pre and post construction near the proposed stormwater outlet;
- Preparation of a detailed planting plan with appropriate native species in recommended areas;
- Preparation of detailed plans for walkways and trails, to ensure there is no negative impact to existing woodland and natural features;
- Tree protection plan be submitted with the detailed lot grading plan, depicting size, species and condition of trees to be removed and trees to be protected;
- Monitoring of restoration areas/ plantings for two years after planting to ensure they have survived;
- Inclusion of chain link fencing along rear lot lines adjacent to natural heritage features;
- Preparation of lighting plan to minimize light trespass and avoid overlighting;
- Development of an educational homeowner brochure for lots backing onto the Natural Heritage feature and hedgerows.

The peer review of the EIS recommended that further review and work be required for the portion of Block 16, north of the watercourse crossing, as the buffer in this area is only proposed to be 2 m and to provide more justification why other options in the mitigation sequence (avoid, minimize, mitigate) were not addressed.

A condition of draft approval has been included to require that all recommendations and mitigation measures identified in the EIS be appropriately implemented, to the satisfaction of the Town of Tillsonburg and, where appropriate, the County of Oxford.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

Functional Servicing Report

In support of the subject applications, the applicant submitted a Functional Servicing Report prepared by CJD L Consulting Engineers Limited. The report states that development of the subject property as an urban residential subdivision with full municipal and utility services is achievable, and that supporting municipal infrastructure in the Town of Tillsonburg is available to accommodate the expected growth.

Watermains are currently located to the south of the property on Braun Avenue, North Street East, and Mallard Street. There are three proposed connection points to the existing municipal watermain network to serve the proposed development, and four potential watermain connection points for future development adjacent to the site. The existing watermain infrastructure may not accommodate the required fire flows for the development as proposed and the applicant has acknowledged the upgrades to the Fairview Booster Pumping Station, installation of a secondary outlet feed from the Fairview Booster Pumping Station, upsizing of the watermain from Bobolink Drive and Woodstock Drive, and expanding the existing boosted pressure zone is all required prior to the full build-out of the subject lands.

Sanitary servicing is achievable and will occur through three proposed connections to the existing sanitary sewer network on Braun Avenue, Martin Street, and Mallard Street, which will convey flows to North Street East and ultimately the recently constructed Sanitary Pumping Station on North Street. All sanitary sewer servicing internal to the development will convey flows by gravity to their respective sanitary outlets.

Municipal storm sewers will be required to service the proposed residential development. Under post-development conditions, stormwater management for the majority of the site is proposed to be accommodated by one stormwater management wet pond that is included in the previous phase of the subdivision (SB 21-07-7). The wet pond is proposed to provide enhanced quality control and full quantity control up to the 100-year design storm. A detailed stormwater management report and modelling will be submitted with the detailed engineering design for the draft plan of subdivision.

Official Plan Amendment and Draft Plan of Subdivision

The proposed Official Plan Amendment will re-designate Block 16 of the Proposed Draft Plan of subdivision from Low Density Residential and Open Space to Medium Density Residential, to facilitate a future medium density townhouse development. It is proposed that the dwelling types included in this block are multiple unit dwellings, in the form of townhouses or stacked townhouses. As this block includes a private road, it is expected that it will be subject to a future draft plan of condominium application, providing for a different form of ownership and tenure than the freehold residential development that is predominant in the area.

A preliminary site plan shows 222 units within the proposed medium density block, which would represent a net residential density of approximately 43.9 units per hectare, consistent with the permitted density of 30-62 units per hectare.

In response to the Official Plan policy criteria for new medium density areas, planning staff note that the proposed Medium Density Block abuts a proposed collector road (Mallard Street) which is being designed with a 22.0 metre right-of-way.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

The proposed Medium Density block is reasonably close to shopping, recreation and cultural uses. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link for residents to the Trans Canada Trail and other neighbourhood parks in the vicinity. Shopping, including a food store, is located west of the subject lands. Other community serving uses including a fitness centre, gas station and religious institution are also located nearby. The block is expected to be adequately serviced from the new infrastructure in the proposed plan of subdivision, and is sufficiently large to provide required parking and amenity areas. No parking relief has been requested for the proposed medium density block.

Planning staff are of the opinion that the policies respecting the designation of additional Medium Density Residential Areas have been generally addressed, with the exception of safe access and appropriate environmental mitigation regarding that portion of the block that is north of the watercourse. Long Point Region Conservation Authority staff have indicated that further detail and study is required to ensure that the proposed crossing of the watercourse will provide safe access and egress to the residential units proposed for this lands. Additionally, the peer review of the submitted EIS identified concerns with the proposed 2 m buffer to area. In light of this, Planning staff recommend that the portion of the lands proposed to be re-designated to Medium Density Residential north of the watercourse be deferred until it is demonstrated that the single access is safe, will accommodate access during a flooding event, and details can be provided to substantiate the reduced setbacks to natural features in this area.

Planning staff recommend that at this time, the proposed re-designation only apply to lands south of the proposed watercourse crossing.

Other portions of lands to be re-designated to Open Space include the environmentally sensitive areas identified through the EIS, existing drainage channels and SWM ponds.

With regard to the policies of Section 10.3 of the Official Plan (Plans of Subdivision and Condominium) which require the developer to address a series of standard review criteria concerning the adequacy of servicing, environmental impacts, cultural resources, transportation networks and integration with surrounding developments, staff note that the required studies and reports have been received and reviewed through this Office and the recommendations of these reports can be satisfactorily addressed through the inclusion of appropriate conditions of draft approval.

Within the low density residential area a mix of dwelling types is proposed including single detached dwellings, semi-detached dwellings and street fronting townhouse dwellings. Depending on the eventual unit types, the net residential density of the low density residential area could be 29.9 units per hectare, less than the maximum residential density of 30 units per hectare. Planning staff are of the opinion that proposal is generally in-keeping with the Plan of Subdivision policies of Section 10.3.3, and the policies of the Low Density Residential designation as the plan of subdivision will provide for a range of lot sizes and a mix of housing types that are integrated throughout the development, which is in keeping with low density residential policies. It is recommended that the zoning for the subdivision include holding provisions to ensure that once detailed engineering design drawings are prepared that identify the number and type of units, that Town and Planning staff have an opportunity to review the density of the proposed development to ensure it is within the permitted range of density in the Official Plan.

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

With respect to parkland and parkland dedication, the lands originally proposed for parkland by the applicant are noted to be mostly wooded, containing wetland, and were identified in the EIS as being environmentally sensitive. Town staff have indicated that these lands are not acceptable for parkland dedication purposes as the lands are not suitable for park or active recreational use. The applicant has been working with Town staff to determine an appropriate location for a park and a location in the southeast corner of the lands have been agreed upon. It is recommended that the existing Medium Density designation in this area be changed to Open Space, to reflect the proposed use.

Proposed Zoning

The requested zoning provisions for street-fronting townhouses will provide for increased building envelopes and smaller townhouse blocks and will reflect other recent townhouse developments in the Town, including townhouses in Northcrest Phase 2 and Northcrest Phase 1. The reduced exterior side yard width is not expected to impact traffic sightlines or safety as the corner lots will have appropriate daylighting triangles to preserve sightlines. The reduced minimum lot area, lot frontage, interior side yard and increased lot coverage are reflective of the four unit street-fronting townhouse block design and appropriate private amenity space will remain available, and the proposed relief can be considered appropriate to facilitate the development of freehold townhouse blocks. The reduced lot frontage, lot area and interior side yard width will continue to allow for 2 parking spaces to be provided for each unit (1 in the driveway and one within the private attached garage). The proposed increased driveway width will ensure that each townhouse unit, particularly the interior units have driveways sufficiently wide to accommodate two vehicles, and the occupants do not need to rely on the attached garage for parking purposes.

The requested zoning provisions for the single detached dwellings and semi-detached dwellings would provide for increased lot coverages, reduced exterior side yard widths, reduced interior side yard widths, reduced rear yard depths, and increased permitted projections for uncovered and covered decks can be considered appropriate as the overall engineering design for the development will account for the increased lot coverages and the SWM facility will be designed to accommodate the proposed lot coverages.

No impacts to the planned road network are expected from the reduced exterior side yard widths as the site triangle requirements will continue to be respected. The reduced rear yard depths will continue to provide for appropriate outdoor amenity space, and the increased permitted projections for decks will provide for covered amenity space as appropriate.

With respect to the proposed zoning request for the medium density blocks, Planning staff consider most of the requested provisions generally appropriate for the lands south of the watercourse. The requested reductions to the minimum distance between buildings can be considered appropriate as the spatial separation provisions of the Ontario Building Code more appropriately regulate the required separation between buildings, and the development of these blocks will be subject to site plan approval, where matters such as lot grading, servicing, access, parking, landscaping, and other matters are required to be addressed to the satisfaction of the Town and, where appropriate, the County. The proposed reductions to the minimum front and rear yard depths can be considered generally appropriate as the units will have direct access to a future private street, and units that are adjacent to other residential development will provide

Report No: CP 2023-114
COMMUNITY PLANNING
Council Date: April 12, 2023

6 m for amenity space and privacy purposes. The proposal will provide the required parking as per the current parking standards.

It is recommended that the zoning for the northern portion of proposed block 16, north of the watercourse remain zoned 'Future Development Zone (FD)' at this time to allow the applicant to provide additional information and details to satisfy concerns about safe access and egress and to provide additional justification for the reduced buffer to natural areas, and to address the concerns raised by the Peer Review of the EIS about the proposed development in this area.

Conclusions

In light of the foregoing, Planning staff are satisfied that the proposed development is consistent with the policies of the Provincial Policy Statement and supports the strategic initiatives and objectives of the Official Plan. As such, staff are satisfied that the applications can be given favourable consideration.

SIGNATURES

Report Author:

Original Signed By _____

Eric Gilbert, MCIP, RPP
Senior Planner

Departmental Approval:

Original Signed By _____

Gordon K. Hough, RPP
Director of Community Planning

Approved for submission:

Original Signed By _____

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

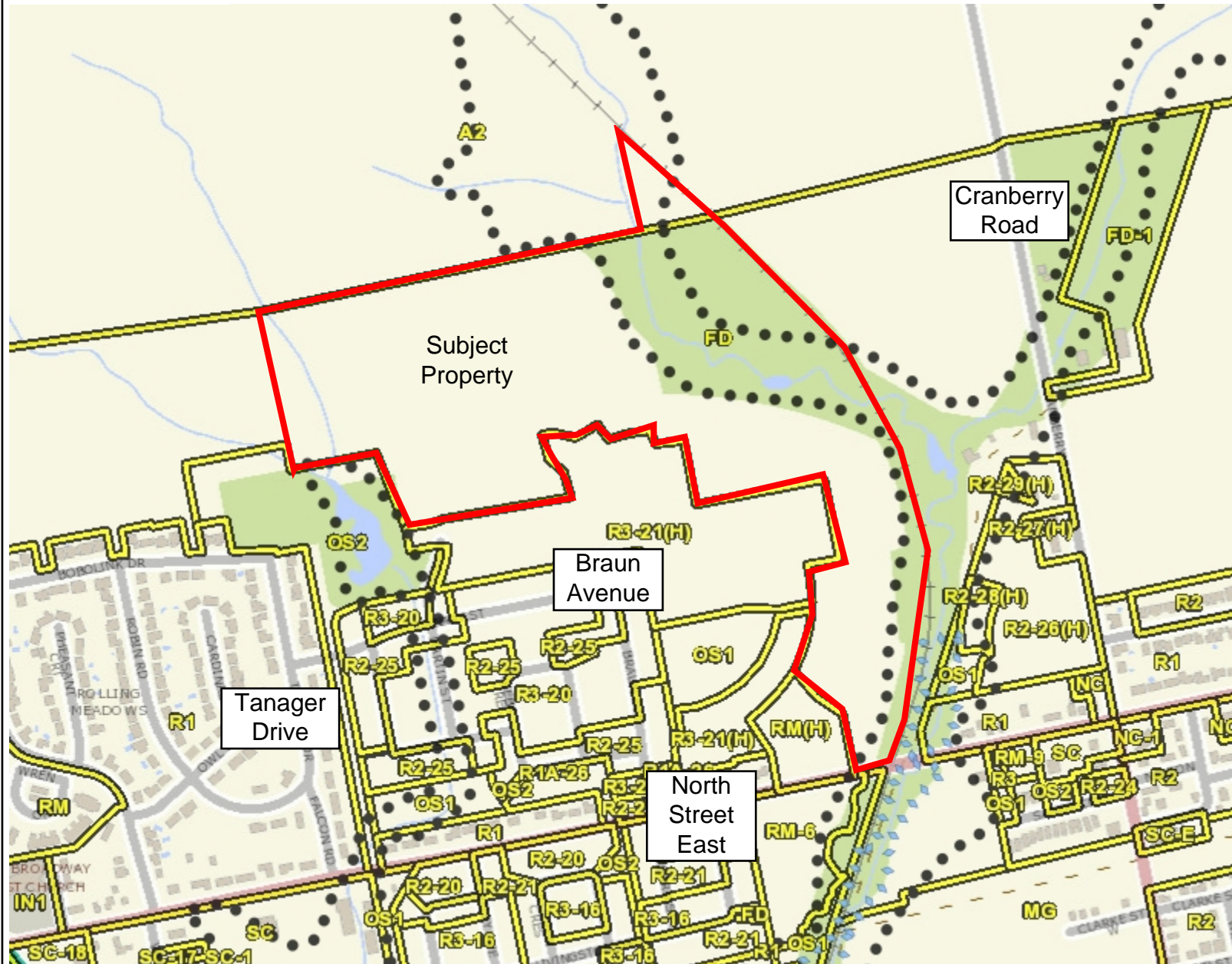
Attachment 1 - Plate 1, Location Map with Existing Zoning
Attachment 2 - Plate 2, 2020 Aerial Map
Attachment 3 - Plate 3, Proposed Draft Plan of Subdivision
Attachment 4 - Conditions of Draft Approval
Attachment 5 - Official Plan Amendment No. 294



Plate 1: Location Map with Existing Zoning

File Nos. OP 22-19-7, SB 22-07-7 & ZN 7-22-15- Lindprop Corp

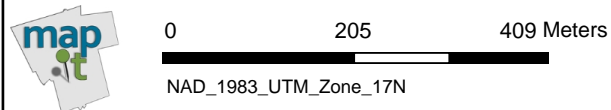
Part Lots 4 & 5, Concession 10 (Dereham) - 112 North Street East, Town of Tillsonburg



Legend

- 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



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

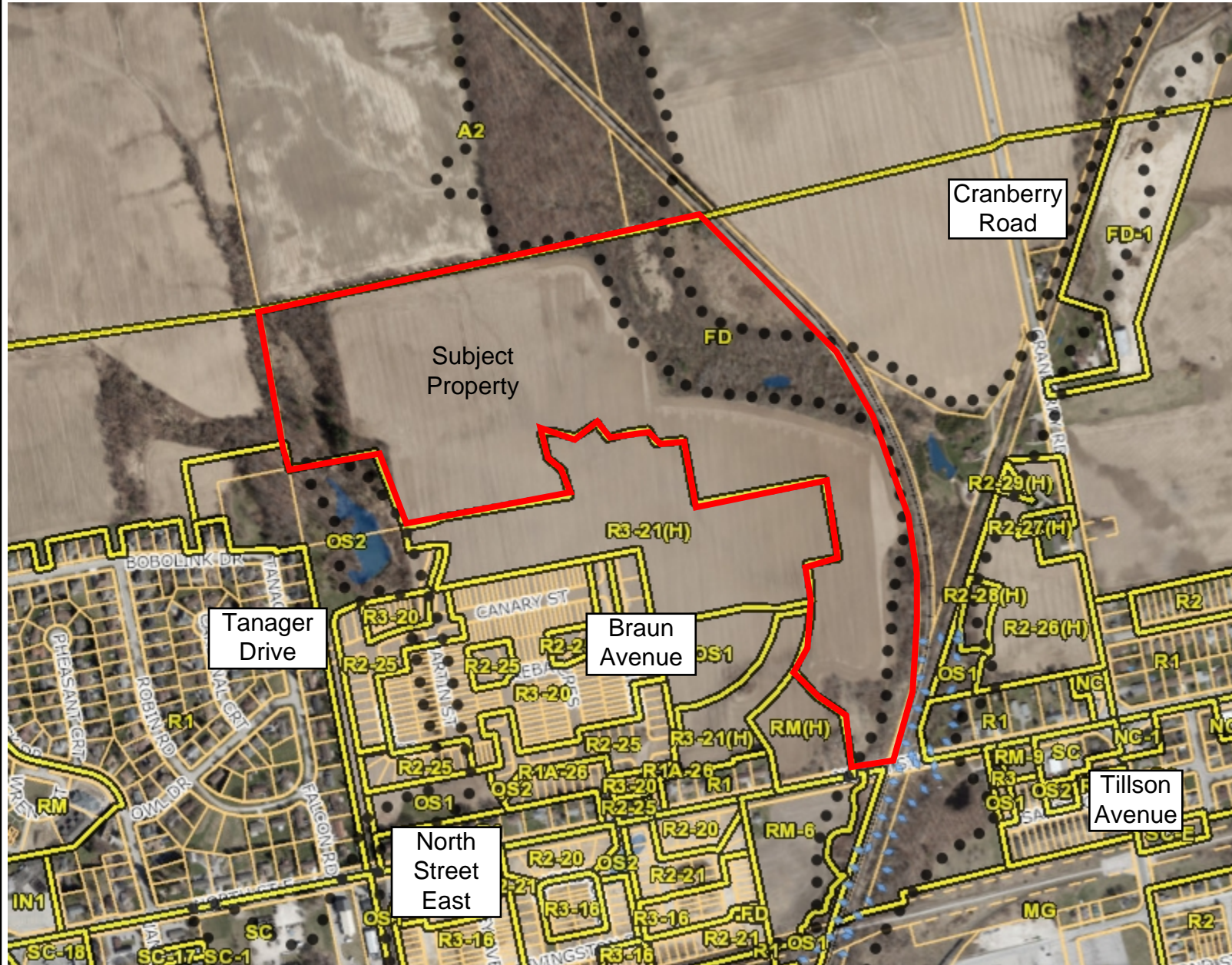
February 3, 2023



Plate 2: 2020 Aerial Map

File Nos. OP 22-19-7, SB 22-07-7 & ZN 7-22-15- Lindprop Corp

Part Lots 4 & 5, Concession 10 (Dereham) - 112 North Street East, Town of Tillsonburg



Legend

- 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



0 205 409 Meters



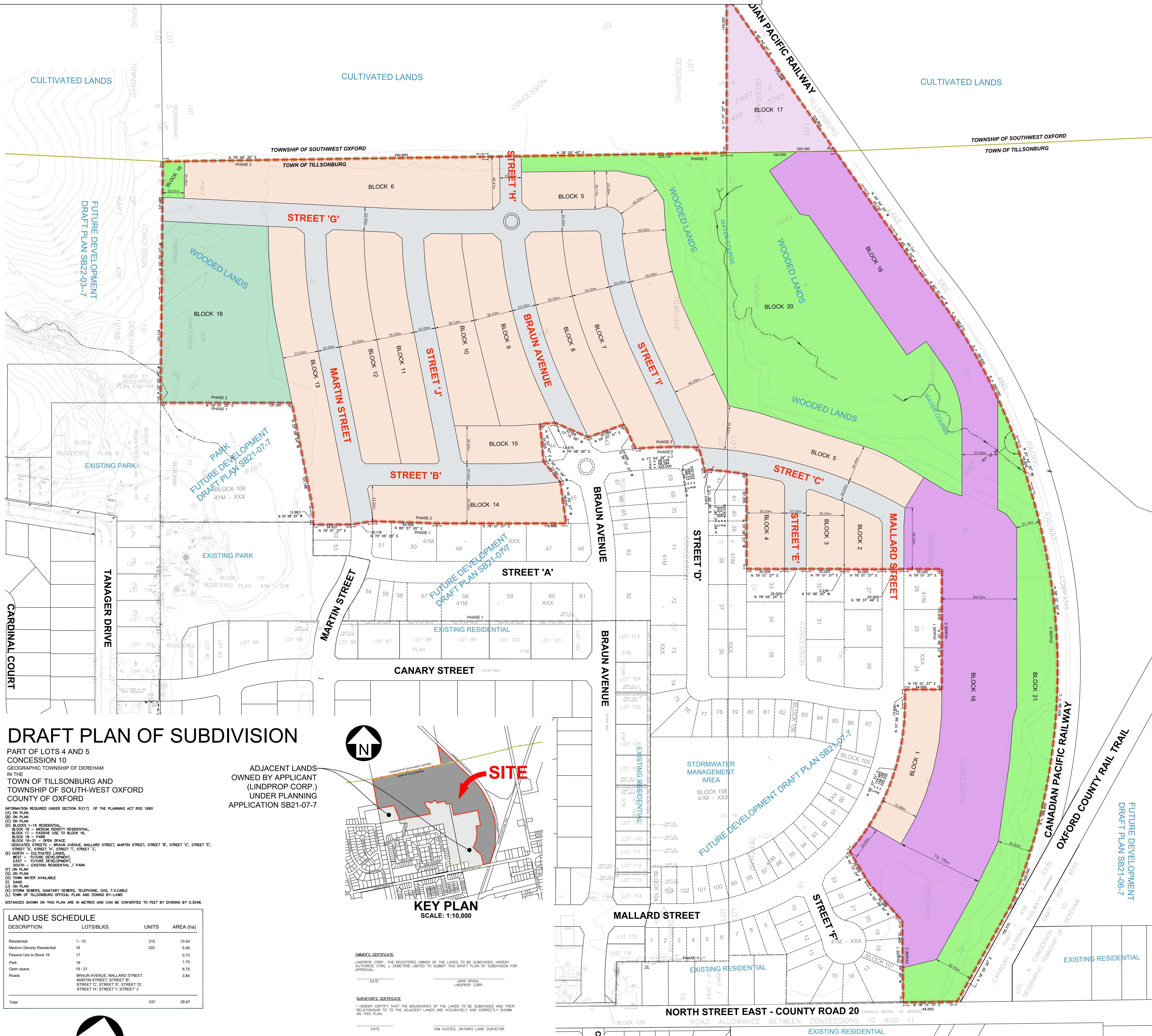
NAD_1983_UTM_Zone_17N



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

February 3, 2023

Plate 3: Proposed Draft Plan of Subdivision
File Nos. OP 22-19-7, SB 22-07-7 & ZN 7-22-15- Lindprop Corp
Part Lots 4 & 5, Concession 10 (Dereham) - 112 North Street East, Town of Tillsonburg



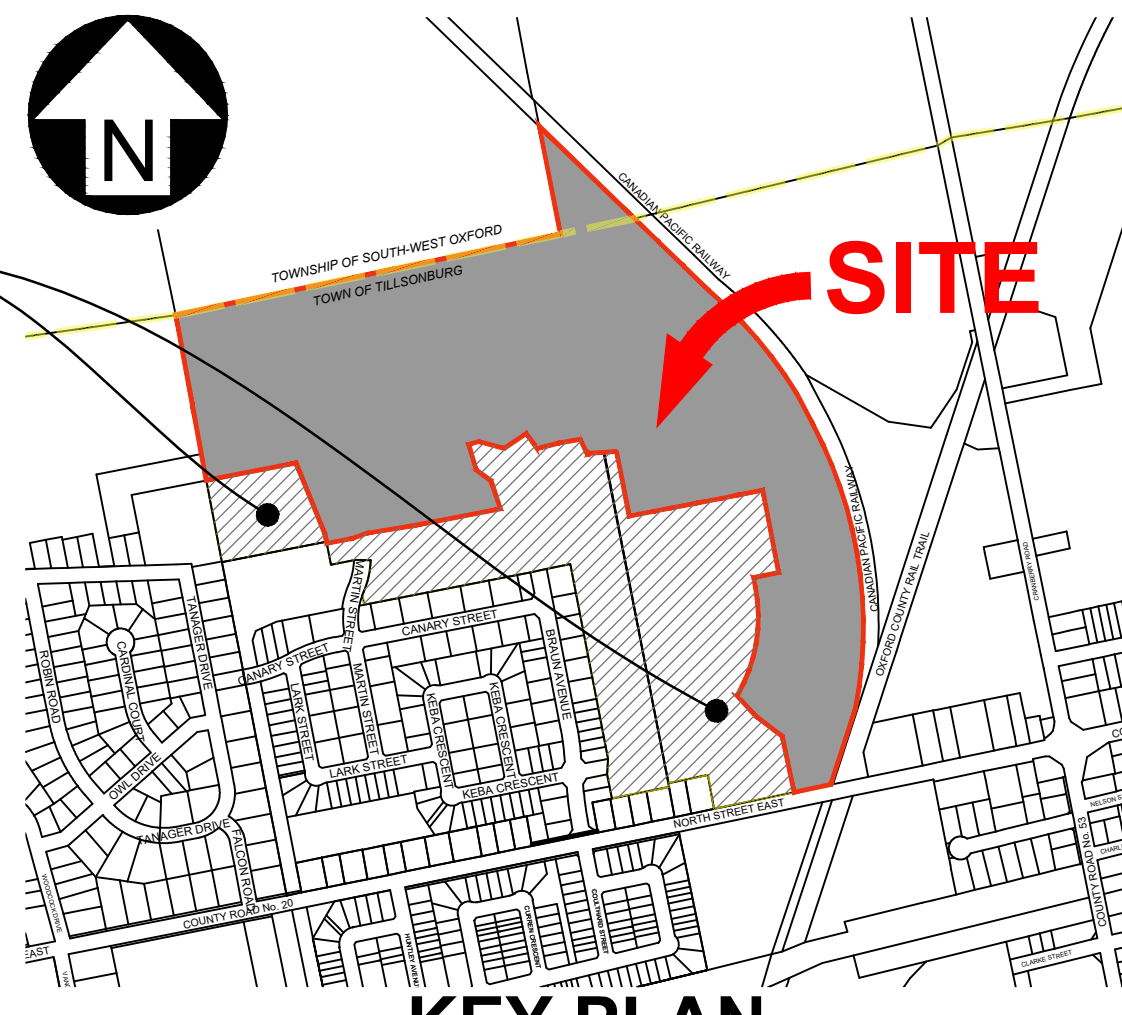
DRAFT PLAN OF SUBDIVISION

PART OF LOTS 4 AND 5
 CONCESSION 10
 GEOGRAPHIC TOWNSHIP OF DEREHAM
 IN THE
 TOWN OF TILLSONBURG AND
 TOWNSHIP OF SOUTH-WEST OXFORD
 COUNTY OF OXFORD

- INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT RSO 1990
- (A) ON PLAN
 - (B) ON PLAN
 - (C) ON PLAN
 - (D) ON PLAN
 - (E) ON PLAN
 - (F) ON PLAN
 - (G) ON PLAN
 - (H) ON PLAN
 - (I) ON PLAN
 - (J) ON PLAN
 - (K) ON PLAN
 - (L) ON PLAN
 - (M) ON PLAN
 - (N) ON PLAN
 - (O) ON PLAN
 - (P) ON PLAN
 - (Q) ON PLAN
 - (R) ON PLAN
 - (S) ON PLAN
 - (T) ON PLAN
 - (U) ON PLAN
 - (V) ON PLAN
 - (W) ON PLAN
 - (X) ON PLAN
 - (Y) ON PLAN
 - (Z) ON PLAN

| LAND USE SCHEDULE | DESCRIPTION | LOTS/BLKS. | UNITS | AREA (ha) |
|-------------------|---|------------|-------|-----------|
| Residential | 1-15 RESIDENTIAL | 1-15 | 315 | 10.54 |
| | MEDIUM DENSITY RESIDENTIAL | 16 | 222 | 5.06 |
| Park | PARK USE TO BLOCK 16 | 17 | 0.73 | 1.75 |
| | OPEN SPACE | 18 | 6.75 | 3.84 |
| Roads | BRAUN AVENUE, MALLARD STREET, MARTIN STREET, STREET 'B', STREET 'C', STREET 'D', STREET 'E', STREET 'F', STREET 'G', STREET 'H', STREET 'I', STREET 'J' | | | |
| Total | | 537 | | 28.67 |

ADJACENT LANDS OWNED BY APPLICANT (LINDPROP CORP.) UNDER PLANNING APPLICATION SB21-07-7



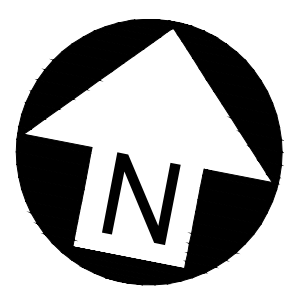
OWNER'S CERTIFICATE
 I, THE REGISTERED OWNER OF THE LANDS TO BE SUBDIVIDED, HEREBY AUTHORIZE CYRIL J. DEMERYEYER LIMITED TO SUBMIT THIS DRAFT PLAN OF SUBDIVISION FOR APPROVAL.

DATE: _____ JOHN SPINA, LINDPROP CORP.

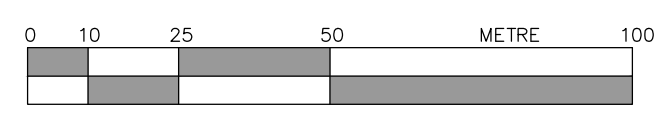
SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE ACCURATELY AND CORRECTLY SHOWN ON THIS PLAN.

DATE: _____ KIM HUSTED, ONTARIO LAND SURVEYOR

PLAN PREPARED BY:
CJDL
 Consulting Engineers
 JOB No. 23043
 DATE: 29 AUG 2022



SCALE: 1:1250



NOTE: ORIGINAL CONTOURS SHOWN FROM 2021 C.O.L. SURVEY

Schedule "A"
To Report No. CP 2023-114

CONDITIONS OF DRAFT APPROVAL
-SB 22-07-7 – Lindprop Corporation

1. This approval applies to the draft plan of subdivision submitted by Lindprop Corporation Inc, (SB 22-07-7) and prepared by CJDLC Consulting Engineers, as shown on Plate 3 of Report No. CP 2023-114 and comprising Part of Lots 4 & 5, Concession 10 (Dereham) in the Town of Tillsonburg subject to the following modifications:
 - a. Required modifications to implement parkland dedication in a suitable location and manner to the satisfaction of the Town;
 - b. Required modifications to implement recommendations of the Peer Review of EIS completed by Beacon Environmental Inc, dated December 12, 2022.
2. The Owner shall enter into a subdivision agreement with the Town of Tillsonburg and County of Oxford.
3. The Owner agrees in writing, to install fencing as may be required by the Town, to the satisfaction of the Town of Tillsonburg.
4. The Owner agrees in writing, to satisfy all requirements, financial and otherwise, of the Town regarding construction of roads, installation of services, including water, sewer, electrical distribution systems, sidewalks, street lights, and drainage facilities and other matters pertaining to the development of the subdivision in accordance with the standards of the Town, to the satisfaction of the Town of Tillsonburg.
5. The subdivision agreement shall contain provisions indicating that prior to grading and issuance of building permits, a grading plan, servicing plan, hydro and street lighting plan, and erosion and siltation control plan, along with reports as required, be reviewed and approved by the Town, and further, the subdivision agreement shall include provisions for the owner to carry out or cause to be carried out any necessary works in accordance with the approved plans and reports, to the satisfaction of the Town of Tillsonburg.
6. The road allowances included in the draft plan of subdivision shall be dedicated as public highways, to the satisfaction of the Town of Tillsonburg.
7. The streets included in the draft plan of subdivision shall be named, to the satisfaction of the Town of Tillsonburg.
8. The subdivision agreement shall contain provisions requiring the Owner provide an overall Landscaping Plan depicting at least 1 tree per lot, in accordance with Tillsonburg's Design Guidelines. The Town shall approve the species of tree to be planted.
9. The Owner shall convey in a suitable location and condition, parkland blocks to the Town to satisfy the parkland dedication requirements of the Planning Act. The Town may alternatively, at its sole discretion, opt for a combination of parkland dedication and cash-in-lieu of parkland, if deemed appropriate by the Town.

10. The Owner shall retain a Landscape Architect to prepare a landscape plan for the plan of subdivision, to the satisfaction of the Town of Tillsonburg.
11. Prior to the approval of the final plan by the County, all lots/blocks shall conform to the zoning requirements of the Town's Zoning By-law. Certification of lot areas, frontages, and depths shall be provided to the Town by an Ontario Land Surveyor retained by the Owner, to the satisfaction of the Town of Tillsonburg.
12. Prior to the approval of the final plan by the County, the Owner shall agree in writing that all phasing of the plan of subdivision will be to the satisfaction of the Town of Tillsonburg and County of Oxford.
13. Prior to the approval of the final plan by the County, such easements as may be required for utility and drainage purposes shall be granted to the appropriate authority, to the satisfaction of the Town of Tillsonburg and County of Oxford Public Works.
14. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Transportation Impact Study prepared by Paradigm Transportation Solutions Limited, April 2022. This will be completed to the satisfaction of the Town of Tillsonburg and the County of Oxford.
15. The Owner agrees in writing, to follow and implement all recommendations contained in the Geotechnical Investigation and Slope Stability Assessment, prepared by LDS Consultants Inc., dated August 2022, to the satisfaction of the Town of Tillsonburg and County of Oxford.
16. The Owner agrees in writing that prior to final approval, the Owner shall implement the recommendations of the Functional Servicing Report, prepared by CJDL Consulting Engineers, August 2022, to the satisfaction of the Town of Tillsonburg and County of Oxford.
17. The Owner agrees in writing to update as required, and implement the noise mitigation measures that were identified in the Noise Assessment Report prepared by Soft dB, dated April 2021, to the satisfaction of the Town of Tillsonburg and County of Oxford.
18. The Owner agrees in writing to implement all recommendations, mitigation measures, monitoring programs contained in the Environmental Impact Study, prepared MTE Consultants Inc., dated August 2022 and the resulting peer review, to the satisfaction of the Town of Tillsonburg and County of Oxford. Specifically, this includes:
 - a) Recommendations 1 through 53 for mitigation measures and compensation
 - b) Requirement for additional plantings and buffer areas;
 - c) Requirement for erosion and sedimentation controls for pre and post construction near the proposed stormwater outlet;
 - d) Preparation of a detailed planting plan with appropriate native species in recommended areas;
 - e) Preparation of detailed plans for walkways and trails, to ensure there is no negative impact to existing woodland and natural features;
 - f) Tree protection plan be submitted with the detailed lot grading plan, depicting size,

- species and condition of trees to be removed and trees to be protected;
- g) Monitoring of restoration areas/ plantings for two years after planting to ensure they have survived;
 - h) Inclusion of chain link fencing along rear lot lines adjacent to natural heritage features;
 - i) Development of an educational homeowner brochure for lots backing onto the Natural Heritage feature and hedgerows;
 - j) Development of appropriate construction and post-construction monitoring plans.
19. The Owner agrees in writing, to satisfy all the requirements, financial and otherwise, including payment of applicable development charges, of the County of Oxford regarding the installation of the water distribution system, the installation of the sanitary sewer system, and other matters pertaining to the development of the subdivision, to the satisfaction of County of Oxford Public Works.
20. The subdivision agreement shall make provision for the assumption and operation of the water and sewage system within the draft plan of subdivision by the County of Oxford, to the satisfaction of County of Oxford Public Works. A CAD file of the watermain layout for the entire development showing the water main location, hydrants, valves, street and lot fabrics will be required so that it can be integrated into the County's water modeling.
21. The Owner agrees in writing, to prepare and submit for approval from County of Oxford Public Works, detailed servicing plans designed in accordance with the County Design Guidelines, to the satisfaction of County of Oxford Public Works.
22. Prior to the final approval of the subdivision plan, the Owner shall receive confirmation from the County of Oxford Department of Public Works that there is sufficient capacity in the Tillsonburg water and sanitary sewer systems to service the plan of subdivision. Confirmation shall be given in accordance with the "Protocol for Allocation of Water and Sewage Capacity for Development".
23. The Owner agrees that prior to registration of each phase of development, the Owner shall demonstrate to the satisfaction of the County of Oxford that each phase shall be serviced with two independent water supply points to provide for adequate redundancy and looping for domestic and fire protection services.
24. The Owner agrees in writing to provide a road widening to be conveyed to the County of Oxford, along the entire frontage of North Street East to provide for a 13 m right of way width from the centerline of the road, free of all encumbrances and costs, to the satisfaction of the County of Oxford.
25. Prior to the signing of the final plan by the County of Oxford, the owner shall submit an archaeological assessment of the subject property and mitigate, through preservation or resources removal and documentation, adverse impacts to any significant archaeological resources found. No grading or other soil disturbances shall take place on the subject property prior to the issuance of a clearance letter by the Ministry of Culture confirming that all archaeological resource concerns have met licensing and resource conservation requirements.

26. The subdivision agreement shall contain a provision directing the owner and all future owners of properties within the draft plan to include the following environmental warning clause in all purchase and sale agreements:

“Purchasers are advised that dust, odour, noise and other emissions from normal agricultural activities conducted in the periphery of the subject lands, in the Township of South-West Oxford, may be of concern and may interfere with some residential activities”.

27. Prior to the approval of the final plan by the County, the Owners shall secure clearance from the Long Point Region Conservation Authority (LPRCA), indicating that final lot grading plans, soil conservation plan, and stormwater management plans have been completed to their satisfaction.
28. Prior to the approval of the final plan by the County, the Owner shall agree in writing to inform all purchasers of residential lots by including a condition in all purchase and sale and/or lease agreements stating that the construction of additional public school accommodations is dependent on funding approval from the Ontario Ministry of Education. Therefore, the subject community may be designated as a “holding zone” by the Thames Valley District School Board and pupils may be assigned to existing schools as deemed necessary by the Board.
29. Prior to the approval of the final plan by the County, the Owner shall agree in writing to satisfy the requirements of Canada Post Corporation with respect to advising prospective purchasers of the method of mail delivery; the location of temporary Centralized Mail Box locations during construction; and the provision of public information regarding the proposed locations of permanent Centralized Mail Box locations, to the satisfaction of Canada Post.
30. Prior to the approval of the final plan by the County, the Owner shall agree in writing, to satisfy the requirements of Enbridge Gas that the Owner/developer provide Enbridge Gas Limited with the necessary easements and/or agreements required for the provisions of gas services, to the satisfaction of Enbridge Gas Limited.
31. Prior to the approval of the final plan by the County, the County of Oxford shall be advised by the Town of Tillsonburg that Conditions 2 to 18 (inclusive), have been met to the satisfaction of the Town. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
32. Prior to the approval of the final plan by the County, the Owner shall secure clearance from the County of Oxford Public Works Department that Conditions 12 to 24 (inclusive), have been met to the satisfaction of County Public Works. The clearance letter shall include a brief statement for each condition detailing how each has been satisfied.
33. Prior to the approval of the final plan by the County, the Owner shall provide a list of all conditions of draft approval with a brief statement detailing how each condition has been satisfied, including required supporting documentation from the relevant authority, to the satisfaction of the County of Oxford.
34. This plan of subdivision shall be registered before April 12, 2026, after which time this draft approval shall lapse unless an extension is authorized by the County of Oxford.

THE COUNTY OF OXFORD

BY-LAW NO. **6532-2023**

BEING a By-Law to adopt Amendment Number 294 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 294 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 294 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 294
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules attached hereto
constitutes Amendment Number 294 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend various Official Plan schedules related to certain lands within the Town of Tillsonburg, to re-designate lands from 'Residential' to 'Open Space', and to amend the extent and location of the existing Medium Density Residential Area. The amendment will also make minor adjustments to the location of the collector road that will serve the subject lands and abutting lands to the west.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg. The lands are located on the north side of North Street, east of Braun Avenue and north of Canary Street, and are municipally known as 112 North Street East.

3.0 BASIS FOR THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend Official Plan Schedules "T-1", Town of Tillsonburg Land Use Plan and Schedule "T-2", Town of Tillsonburg Residential Density Plan, and Schedule "T-3", Town of Tillsonburg Leisure Resources and School Facilities Plan to re-designate portions of the subject lands from 'Residential' to 'Open Space', and to amend the extent and location of the existing Medium Density Residential Area for future Medium Density Residential development.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types, tenures, and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

It is the opinion of Council that designating the 5 proposed blocks in the draft plan of subdivision from Residential to Open Space is appropriate as the EIS submitted in support of the development identified that these blocks contain stormwater management facilities, or natural features, including woodlands, wetlands, valleylands, and significant wildlife habitat and corridors that should remain protected. The recommendations of the EIS will be implemented through the draft plan of subdivision approval process and resulting subdivision agreement, and ownership of these blocks will be transferred to the Town of Tillsonburg.

It is the opinion of Council that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. The proposed Medium Density Block abuts a proposed collector road which is being designed with a 22.0 metre right-of-way, and will allow for efficient access to North Street East. The subdivision plan has been prepared in coordination with the landowner to the west such that the collector road can align with the planned collector road extension to the west.

The revised extent of the Medium Density residential area will facilitate the development of parkland to be dedicated to the Town, and a medium density block consisting of townhouse and stacked townhouse development. The sites are in reasonable proximity to shopping, recreation and cultural uses. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link to the Trans Canada Trail and other pedestrian trails in the area.

Shopping, including a food store and other community serving uses including a fitness centre, gas station and religious institution is located nearby the subject lands. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the proposed draft plan of subdivision with other townhouse development. The block is expected to be adequately serviced from the new infrastructure in the proposed plan of subdivision, and is sufficiently large to provide required parking and amenity areas.

An EIS has been submitted and peer reviewed which demonstrates that the proposed Medium Density Residential Area will not negatively impact surrounding woodlands and natural heritage corridors, and a Noise and Vibration Study was conducted to ensure that the medium density residential area is not negatively impacted by the noise and vibration resulting from North Street East and the CPR Railway.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule "T-1" – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as "ITEM 1" on Schedule "A" attached hereto as "Residential".
- 4.2 That Schedule "T-1" – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as "ITEM 2" on Schedule "A" attached hereto as "Open Space".
- 4.3 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 1" on Schedule "A" attached hereto as "Open Space".
- 4.4 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 2" on Schedule "A" attached hereto as "Medium Density Residential".
- 4.5 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 3" on Schedule "A" attached hereto as "Low Density Residential".
- 4.6 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 4" on Schedule "A" attached hereto as "Open Space".
- 4.7 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 5" on Schedule "A" attached hereto as "Low Density Residential".
- 4.8 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by adding the neighbourhood park symbol identified as "ITEM 6" on Schedule "A" attached hereto.

- 4.9 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Open Space”.
- 4.10 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by removing those lands identified as “ITEM 2” on Schedule “A” attached hereto from “Open Space”.
- 4.11 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by adding the natural park symbol identified as “ITEM 3” on Schedule “A” attached hereto.
- 4.12 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by adding the neighbourhood park symbol identified as “ITEM 4” on Schedule “A” attached hereto.
- 4.13 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by removing the planned collector road identified as “ITEM 1” on Schedule “A” attached hereto.
- 4.14 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the collector road identified as “ITEM 2” on Schedule “A” attached hereto.
- 4.15 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the planned collector road identified as “ITEM 3” on Schedule “A” attached hereto.
- 4.16 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by removing the intersection improvement identified as “ITEM 4” on Schedule “A” attached hereto.
- 4.17 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the intersection improvement identified as “ITEM 5” on Schedule “A” attached hereto.

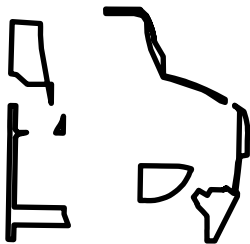
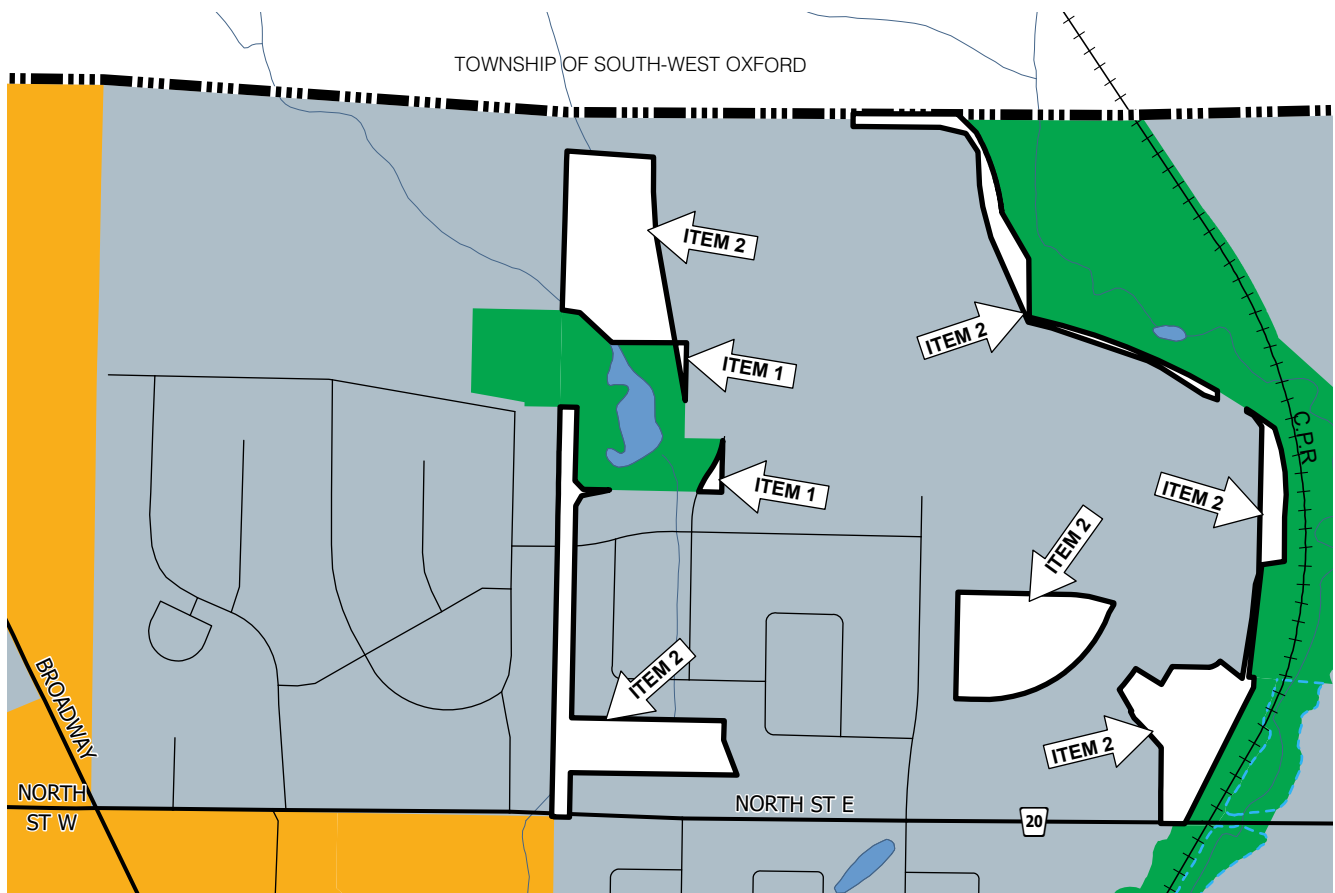
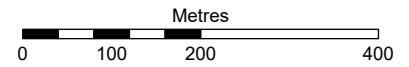
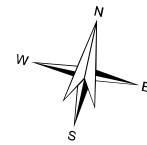
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-1"
TOWN OF TILLSONBURG
LAND USE PLAN



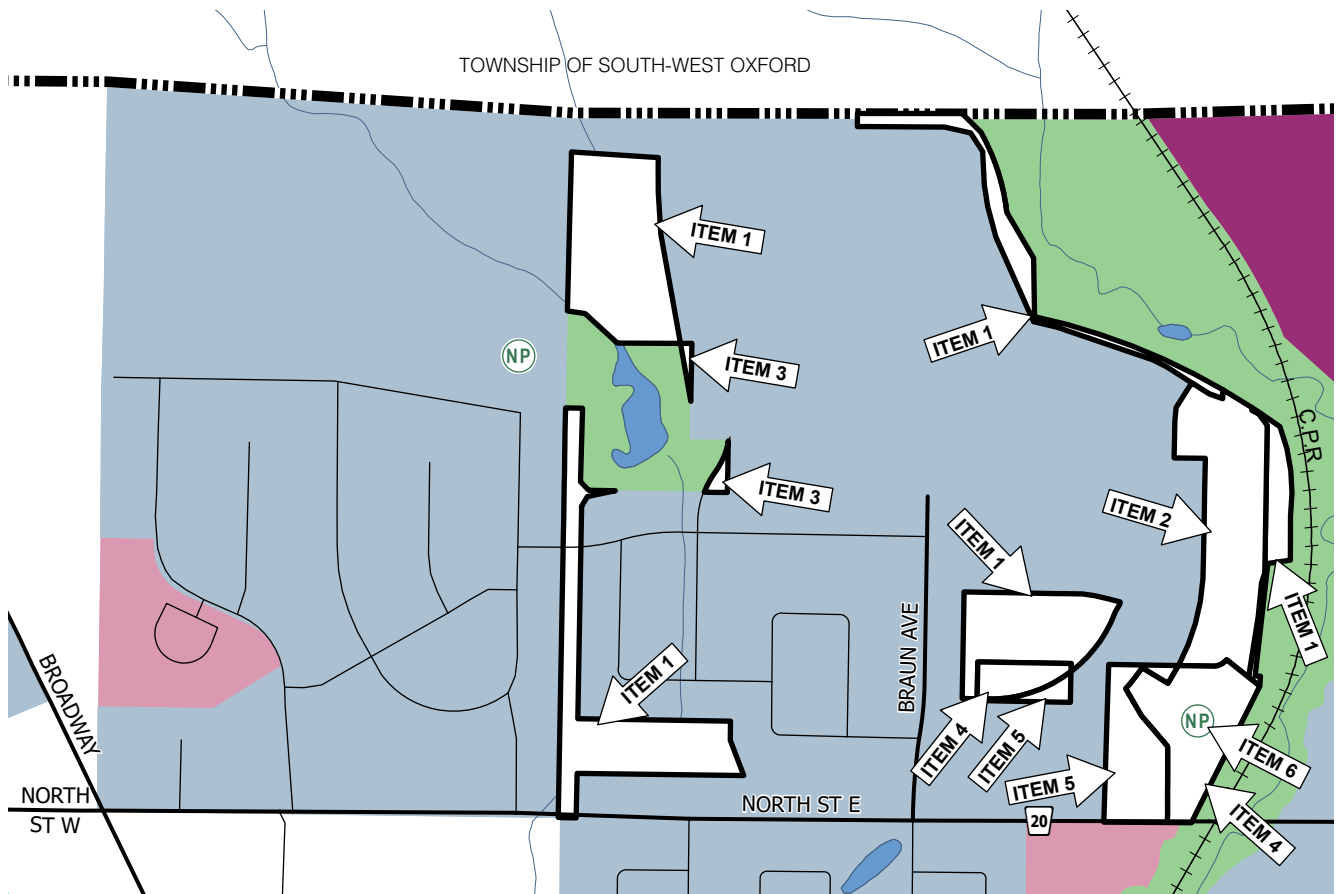
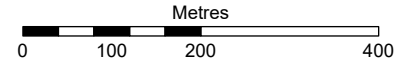
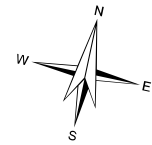
- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM OPEN SPACE TO RESIDENTIAL
- ITEM 2 - CHANGE FROM RESIDENTIAL TO OPEN SPACE

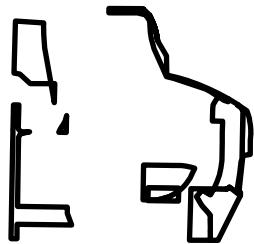
LAND USE PLAN LEGEND

- RESIDENTIAL
- SERVICE COMMERCIAL
- OPEN SPACE
- FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



- AREA OF THIS AMENDMENT

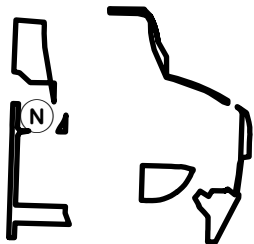
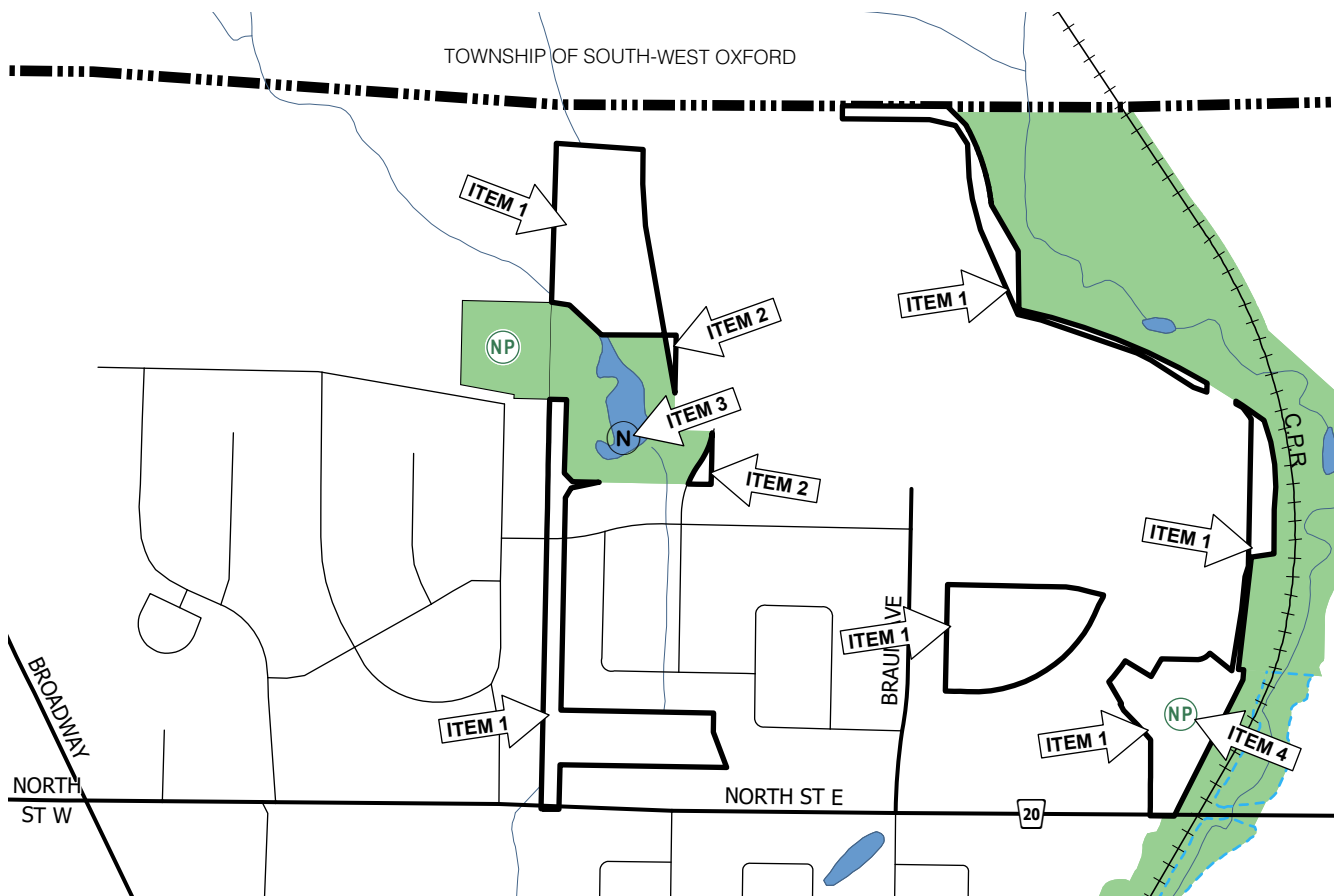
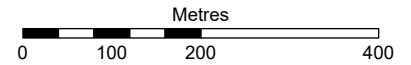


- ITEM 1 - CHANGE FROM LOW DENSITY RESIDENTIAL TO OPEN SPACE
- ITEM 2 - CHANGE FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - CHANGE FROM OPEN SPACE TO LOW DENSITY RESIDENTIAL
- ITEM 4 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO OPEN SPACE
- ITEM 5 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL
- ITEM 6 - ADD NEIGHBOURHOOD PARK

RESIDENTIAL DENSITY PLAN LEGEND

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- OPEN SPACE
- NP NEIGHBOURHOOD PARK

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-3"
TOWN OF TILLSONBURG
LEISURE RESOURCES AND SCHOOL FACILITIES PLAN



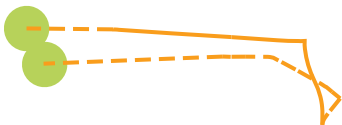
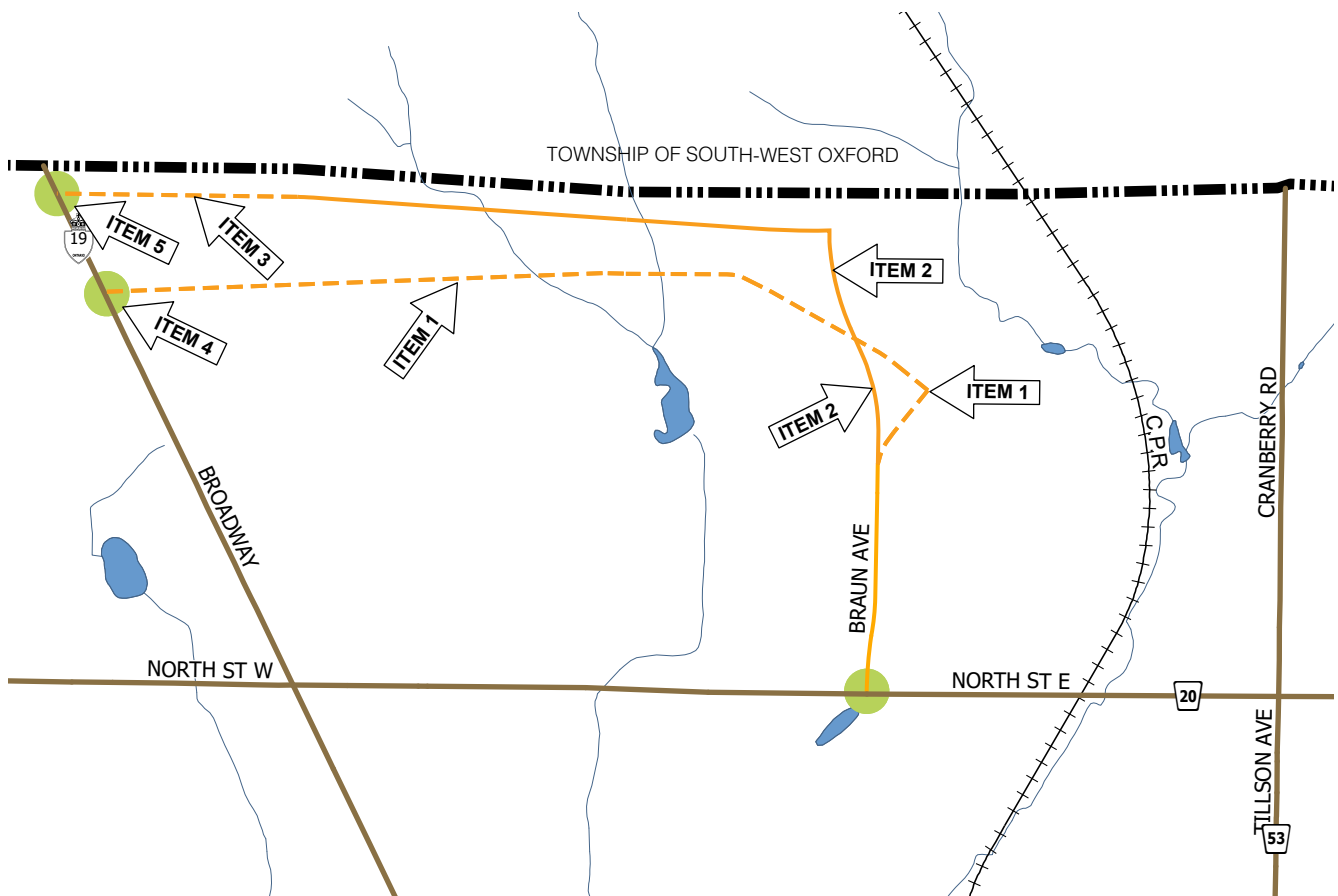
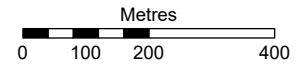
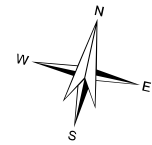
- AREA OF THIS AMENDMENT

- ITEM 1 - ADD TO OPEN SPACE
- ITEM 2 - REMOVE FROM OPEN SPACE
- ITEM 3 - ADD TOWN NATURAL PARK
- ITEM 4 - ADD NEIGHBOURHOOD PARK

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN
 LEGEND**

- OPEN SPACE
- NP NEIGHBOURHOOD PARK
- N TOWN NATURAL PARK
- FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-4"
TOWN OF TILLSONBURG
TRANSPORTATION NETWORK PLAN



- AREA OF THIS AMENDMENT

- ITEM 1 - REMOVE PLANNED COLLECTOR ROAD
- ITEM 2 - ADD COLLECTOR ROAD
- ITEM 3 - ADD PLANNED COLLECTOR ROAD
- ITEM 4 - REMOVE INTERSECTION IMPROVEMENT
- ITEM 5 - ADD INTERSECTION IMPROVEMENT

TRANSPORTATION NETWORK PLAN LEGEND

- ARTERIAL ROAD
- COLLECTOR ROAD
- PLANNED COLLECTOR ROAD
- INTERSECTION IMPROVEMENT

To: Warden and Members of County Council

From: Director of Human Services

My Second Unit Program Update

RECOMMENDATIONS

1. That County Council approve amendments to the 'My Second Unit' funding program, as detailed in Report No. HS 2023-05;
2. And further, that Report No. HS 2023-05 be circulated to Area Municipalities for information purposes.

REPORT HIGHLIGHTS

- The 'My Second Unit' program launched in September 2022 has received significant public interest with few applications submitted to date.
- Staff are proposing to increase the maximum funding amount, as well as provide flexibility in terms of unit location and prospective tenants to increase household eligibility, in an effort to promote the creation of more 'missing middle' housing.

Implementation Points

Upon Council's approval, staff will prepare various communication releases and updated guidance materials in support of the Program.

Financial Impact

As staff are proposing to utilize the existing approved budget allocation for this Program, there will be no further impact on the current year's budget. For Council's information, the current balance of the Program fund is approximately \$200,000.







Communications

Since the launch of the Program, a number of communication and promotion materials have been released on various platforms (newspaper, radio, County website, social media, and brochures) to reach as many residents as possible.

**Report No. HS 2023-05
HUMAN SERVICES
Council Date: April 12, 2023**

Should Council be supportive of the proposed updated program parameters, staff will schedule for similar public outreach, including County website updates, radio advertisements and social media posts. Members of the public that have indicated previous interest in the Program will also be contacted.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| WORKS WELL TOGETHER | WELL CONNECTED | SHAPES THE FUTURE | INFORMS & ENGAGES | PERFORMS & DELIVERS | POSITIVE IMPACT |
| 1.i. 1.ii. | | 3.iii. | | | |

DISCUSSION

Background

On August 10, 2022, County Council passed a resolution authorizing the implementation of the ‘My Second Unit’ pilot program, following considerable consultation with members of the public and Area Municipalities.

The original Program parameters permitted a grant of up to \$15,000 to eligible homeowners seeking to construct a secondary affordable rental unit within the primary home on their property. The second unit must be rented at or below 100% of the Average Market Rent, being \$1,062 for a one-bedroom unit, for a minimum period of 10-years. Eligible tenants for the funded second unit were also limited to those with a total household income of less than \$92,700 (i.e. sixth income decile), and individuals who were not family members. These targets were consistent with the outcomes of the Master Housing Strategy and were intended to provide support to the ‘missing middle’.

Since the launch of the ‘My Second Unit’ program in September 2022, staff have been communicating with a number of interested residents, including those that participated in the original consultation process (over 100 individuals). Although there has been significant interest in the Program, only three applications have been submitted for approval.

In light of this response, staff have been closely monitoring the community’s response, in anticipation of Program updates based on the feedback received. Now that sufficient feedback has been received, staff are seeking Council’s approval to implement a number of updates.

Comments

Since the implementation of the pilot Program, staff have received various feedback with respect to the existing eligibility parameters. This feedback is summarized, as follows:

- Homeowners are hesitant to create an affordable second unit in light of rising construction costs;

Report No. HS 2023-05
HUMAN SERVICES
Council Date: April 12, 2023

- Interested homeowners are seeking to create an affordable second unit for an aging family member, to provide family support and avoid supportive services and care homes; and,
- Homeowners are seeking to create a second unit in an accessory building (i.e. above a garage), as suitable space is not available in their home and less building code upgrades are necessary.

In support of this feedback, staff also reviewed similar programs offered by other Municipalities (Region of Peel, Region of Waterloo and County of Simcoe) to determine if potential updates would assist to ensure the program remains effective. The relevant findings of this review are summarized as follows:

- Maximum funding amounts for similar programs range from \$25,000 to \$30,000;
- Funding is secured by way of a registered charge on title; and,
- Family members are eligible tenants in newly created/renovated second units.

Proposed Program Updates

In light of the feedback that was received, and based on the findings of similar programs offered by other Municipalities, staff are proposing the following updates to ensure continued Program effectiveness:

| Existing Parameters | Proposed Parameters |
|---|--|
| The second unit must be located within the primary residence on the property. | The second unit will be permitted in the primary residence or an accessory building on the property (i.e. above a detached garage), in accordance with Area Municipal requirements (building code / zoning). |
| A financial contribution of up to \$15,000 will be provided to support the creation of an affordable second unit. | A financial contribution of up to \$30,000 will be provided to support the creation of an affordable second unit. |
| Eligible tenants cannot be direct family members of the homeowner. | Family members currently living in the County are now eligible tenants. |
| Funding is secured by way of contribution agreement and promissory note. | Funding is secured by way of a contribution agreement and charge on title (second mortgage). |

The proposed updates will directly address the feedback that has been received from the public with respect to construction costs, eligible tenants and available space. In doing so, the Program will be more effective at addressing the 'missing middle', as well as allowing seniors to age in place or receive on-site family support.

As the program was initially implemented as a pilot, updates were anticipated into 2023. Staff will continue to monitor the success of the Program and consider further modifications as necessary.

Conclusions

The proposed updates to the 'My Second Unit' program are in keeping with Council's direction to support the creation of affordable rental housing, as identified as a goal in the Oxford County Strategic Plan, County Official Plan, Future Oxford Community Sustainability Plan, 10-Year Shelter Plan and Master Housing Strategy.

The proposed changes are expected to provide greater flexibility to homeowners seeking to create a secondary affordable unit on their property. These Program updates are a necessary step forward in the County's efforts to creatively support the creation of affordable housing throughout the community.

SIGNATURES

Report Author:

Original signed by

Cole Warwick, FMP
Housing Programs Coordinator

Report Author:

Original signed by

Rebecca Smith, MCIP, RPP
Manager of Housing Development

Departmental Approval:

Original signed by

Kelly Black
Director of Human Services

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

To: Warden and Members of County Council

From: Director of Public Works

Contract Award – 2023 Road Resurfacing and Culvert Replacements

RECOMMENDATIONS

- 1. That Oxford County Council award a contract to the low bidder, GIP Paving Inc. (formerly Coco Paving Inc.), in the amount of \$4,969,647 (excluding HST), for the 2023 Road Resurfacing and Culvert Replacements;**
- 2. And further, that Oxford County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related thereto.**

REPORT HIGHLIGHTS

- The purpose of this report is to obtain County Council approval to award 2023 road resurfacing improvements and culvert replacements on various County Roads to GIP Paving Inc., in accordance with the County's Purchasing Policy.
- The recommended rehabilitation strategies will help maintain and improve the County's overall road network condition, extend road service life and restore service levels. This work ensures that the County-owned road assets are in a good state of repair in alignment with the County's 2022 *Asset Management Plan* and the 2019 *Transportation Master Plan*.
- Using cold-in-place (CIP) recycling technology, the 10.4 km of planned road resurfacing is anticipated to avoid greenhouse gas emissions by at least 50% (up to 645 tonnes CO₂e) compared to conventional mill and pave technology.
- The proposed rural storm sewer/culvert replacements are required in order to maintain proper drainage function and safety within the road network, as well as to help prevent future unanticipated failures.
- This project is anticipated to begin in May 2023 and is targeted for completion in October 2023.

Report No: PW 2023-22
PUBLIC WORKS
Council Date: April 12, 2023

Implementation Points

Upon County Council approval, a contract will be executed with the low bidder, GIP Paving Inc., prior to proceeding with the work.

Culvert replacements on Oxford Road 2 (Highway 401 to Oxford Road 22) and Oxford Road 59 (Municipal No. 385201 to Municipal No. 385229 – West of Burgessville) will require a road closure and some lane restrictions during the work. Planned detour routes will be implemented and access for local residents, businesses and emergency services will be accommodated as required with some restrictions at times. Waste collection services will be interrupted due to the planned road closures and the contractor will manage and transfer any resident curbside garbage and recycling set-outs to a designated temporary collection depot area where the County's waste management contract can then collect the interim "depot" materials.

Additionally, culvert replacements will be completed on Oxford Road 119 (Thamesford to Ingersoll), and it is anticipated that these culverts will be completed under lane restriction conditions, allowing access for local residents, businesses, waste collection services, emergency services and other motorists during the work. Oxford Road 46 (East of Municipal No. 384483) has one culvert scheduled to be replaced under this contract and will also be completed under lane restriction staged half-and-half conditions.

Cold-in-place road recycling and asphalt resurfacing work on Oxford Road 2 (Oxford Road 22 to west limit of Princeton) and Oxford Road 20 (Oxford Road 26 to east limit of Brownsville) will be completed under lane restriction conditions with the use of a pace vehicle to help control the flow and speed of one-way traffic permitted through the mobile work zone, allowing maintained access for local residents, businesses, waste collection services, emergency services and other motorists during this work.

Regulatory authorities, bus services, waste collection services, and emergency services will receive advanced notice of the lane restrictions, road closures and detour routes from Oxford County staff through *Municipal511* notifications.

Financial Impact

Cold-in-place road recycling and asphalt resurfacing work on Oxford Road 2 (Oxford Road 22 to west limit of Princeton) is being cost shared (50/50) with the neighbouring municipality – County of Brant – with the approximate amount of cost recovery from the County of Brant being \$901,629 (excluding HST).

The proposed work also includes sidewalk improvements in the Village of Brownsville, which have been planned in consultation with Township of South-West Oxford staff, and budgeted as part of the Township's 2023 Capital Budget.

The recommended award amount includes a contingency of \$200,000, which will be divided amongst both 930099 (Rehab & Resurfacing) and 930199 (Rural Storm Sewer) Capital accounts to assist with unknowns and additional work if required. A portion of this contingency will be available for the fluctuation of the Asphalt Cement (AC) price index, which can increase the cost of asphalt price within the contract.

Report No: PW 2023-22
PUBLIC WORKS
Council Date: April 12, 2023

A summary of the financial impact of this contract on the approved Capital budgets is presented in Table 1.

Table 1: Funding Summary for 2023 Road Resurfacing and Culvert Replacements

| 2023 Capital Budget Account / Description | Available 2023 Budget | 2023 Expenditures (excluding HST) |
|---|-----------------------|-----------------------------------|
| 930099 – Rehab & Resurfacing (Approved Budget: \$4,800,000) (Less other projects: \$1,225,000) | \$3,575,000 | \$3,161,575 |
| 930199 – Rural Storm Sewer (Approved Budget: \$3,110,000) (Less other projects: \$1,000,000) | 2,110,000 | 1,601,383 |
| 960400 – Township Distribution Replacement (Approved Budget: \$50,000) | 50,000 | 6,689 |
| Contingency | | 200,000 |
| Sub-Total | \$5,735,000 | 4,969,647 |
| Estimated Contract Administration; Inspection & Materials Testing | | 135,000 |
| Non-Refundable HST (1.76%) | | 87,466 |
| Total Estimated Construction Expenditures | | \$5,192,113 |

Communications

The communication strategy for this project will be similar to other County construction projects. The Contractor's project manager and the County's project manager will form an open channel of communication and include other members of the project team as needed. Communications will commence upon approval of this report and will continue for the duration of the project.

Communication with the public (affected property owners and business owners) will begin when the project approaches initiation stages in the form of typical construction notices delivered by mail and/or hand delivery, when required. Communication will continue throughout the duration of the project as required to keep the affected parties informed and updated on project progress. Additionally, further outreach and promotion of construction activities will include posts to the County website and social media campaigns as needed.







Communication and engagement with affected area municipalities took place during the planning stages of this project in which various aspects of this project were discussed, such as proposed detour routes for road closures, upcoming work plans and schedules and possible incorporation of work and infrastructure replacements.

Report No: PW 2023-22
PUBLIC WORKS
Council Date: April 12, 2023

Staff will continue to work with key internal stakeholders (County Management staff, Transportation staff, Waste Management staff and Water/Wastewater staff) and external stakeholders during the execution of this project as required to ensure the appropriate level of communication and outreach is maintained, and further ensuring all parties involved are updated on project status and outcomes as needed.

Oxford Road 20 resurfacing work has been included for a portion of the available Canadian Community-Building Funding. As part of the requirements for this type of funding, mandatory communication activities and promotion are required to help the public recognize the importance of infrastructure funding and its impact to their community; this includes the installation of project-appropriate information signs within the project sites, additional posts on the County website and social media campaigns.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| WORKS WELL TOGETHER | WELL CONNECTED | SHAPES THE FUTURE | INFORMS & ENGAGES | PERFORMS & DELIVERS | POSITIVE IMPACT |
| 1.i. 1.ii. | 2.i. | 3.iii. | 4.ii. | 5.i. 5.ii. | |

DISCUSSION

Background

Various County road segments have been selected for the 2023 resurfacing program based on the review of the 2015 *Road Needs Study* and 2020 *Road Needs Study, Asset Management Plan*, inspection/evaluation of the existing pavement distresses and conditions, as well as from the input and coordination from both Engineering Services and Transportation staff regarding operational issues and field observations.

A number of storm culvert replacements have also been included in 2023 as part of this project. Culverts needing replacement were identified by completing an inspection and condition assessment of the existing infrastructure along with input and recommendations from Transportation staff. Culverts identified along the selected road segments that were in a poor state of condition or determined to be beyond their useful service life were included for replacement.

A County map identifying the road resurfacing locations and culvert replacements has been included as shown in Attachment 1. A description and background of the included scope of work for this project is provided below.

Oxford Road 2 (Oxford Road 22 to west limit of Princeton)

The 2023 Road Resurfacing project involves the resurfacing of Oxford Road 2 (Oxford Road 22 to west limit of Princeton) totalling approximately 6.4 kilometers. Oxford Road 2 is considered a rural road cross-section and acts as an east/west transportation corridor within the County road network. Segments of this road asset are exhibiting signs of pavement deterioration, thus providing a lower level of service and carrying an increased maintenance cost. This section of Oxford Road 2 is a shared asset with the neighbouring municipality, the County of Brant.

To renew the pavement condition and extend the road lifecycle, a two-stage pavement recycling and resurfacing rehabilitation approach will be utilized. The existing pavement structure undergoes cold-in-place (CIP) recycling and then receives the placement of a new hot-mix asphalt (HMA) wearing surface. The recycling and resurfacing is a multi-step procedure with an interval between operations to afford time for the CIP mat to cure and undergo acceptance of quality assurance testing. This interval can vary depending on the type of added emulsions used during recycling, weather and contractor schedules (typically about two weeks or more). This is the preferred method of renewing the pavement condition rating for high-medium volume rural County road networks which offers a more sustainable and resilient pavement structure.

As part of the recycling and resurfacing strategy to renew the pavement condition and service level provided, other improvements are being incorporated into the scope of work, including new granular road side shoulders and new pavement markings.

Oxford Road 20 (Oxford Road 26 to east limit of Brownsville)

The 2023 Road Resurfacing project also includes the resurfacing of Oxford Road 20 (Oxford Road 26 to east limit of Brownsville) totalling approximately 4.0 kilometers. This section of Oxford Road 20 is made up of a rural road cross-section including an urban section within the Village of Brownsville. This section of road acts as an east/west transportation corridor within the County road network. Segments of this road asset are exhibiting signs of pavement deterioration, thus providing a lower level of service and carrying an increased maintenance cost.

As with the section of Oxford Road 2 resurfacing, to renew the pavement condition and extend the road lifecycle, a two-stage pavement recycling and resurfacing rehabilitation approach will be utilized, with the existing pavement structure undergoing cold-in-place recycling (CIP) and then receiving the placement of a new hot-mix asphalt (HMA) wearing surface.

As part of the recycling and resurfacing strategy to renew the pavement condition and service level provided, other improvements are being incorporated into the scope of work, including new granular road side shoulders, new pavement markings, improvements and repairs to the existing concrete sidewalk in Brownsville, installation of new sidewalk ramps and curb and gutter drop downs to better accommodate pedestrian access and safety.

Cold-In-Place Recycling Resurfacing Technology Method

The CIP method is expected to reduce new materials production and transport as well as existing unrecycled materials disposal, resulting in avoidance of greenhouse gas (GHG) emissions of at least 50% when compared with a mill and pave (conventional method).

Considering the multiple, project specific, varying factors of influence (region, distance to the site, the efficiency of equipment, etc.), it is estimated that up to 645 tCO₂e of GHG emissions can be avoided by utilizing the CIP method (based on 2007 MTO Study assumptions) for the 10.4 km of road resurfacing works versus the conventional mill and pave method.

Storm Infrastructure, Culvert Replacements (Oxford Road 2, 119, 59 and 46)

As part of this contract, a combined total of 38 storm culvert replacements were included along various County road segments including Oxford Road 2, 119, 59 and 46. Oxford Road 2 has a total of 22 proposed culvert replacements to be completed, while Oxford Road 119 has a total of 13 proposed culvert replacements. Oxford Road 59 has two culverts scheduled for replacement and Oxford Road 46 includes a single culvert to be replaced as part of this contract.

As mentioned previously, culvert replacements were identified and selected after evaluation of the current culvert conditions were considered. Most culvert locations proposed for replacement in 2023 are along road segments that have been selected for future road resurfacing plans.

Replacement of underground infrastructure in the years leading up to and ahead of planned road resurfacing programs is the preferred method for culvert replacements and has proven to be beneficial to overall project outcomes. Furthermore, this method ensures any possible settlement concerns are addressed and corrected in the year(s) prior to road resurfacing work taking place.

Lastly, this process reduces the overall construction duration at each location and eases the impact to road users each year, as the length of disruption is shortened and spread out over multiple years of capital work.

Comments

A prequalification process was completed prior to the tendering stage of this project in December 2022. Staff reviewed the prequalification submissions and recommended that eight Contractors be pre-qualified and invited to submit bids for this project. The evaluation of submissions was based on a number of factors including Contractors' previous project experience with similar projects of scope and size, overall management team background and experience managing projects of this scale.

After the prequalification process was completed and the Contractors that were eligible to move forward were selected, the project was tendered through a competitive bidding process, which opened on February 16, 2023. The tendering process closed on March 9, 2023 at 2 p.m. and six bids were received, with bid amounts outlined in Table 2 below, including contingency and provisional items.

Report No: PW 2023-22
PUBLIC WORKS
Council Date: April 12, 2023

Table 2: Summary of Bid Submissions

| General Contractor | Bid Amount (excluding HST) |
|----------------------------------|----------------------------|
| 1. GIP Paving Inc. | \$4,969,647 |
| 2. Permanent Paving Ltd. | \$5,191,740 |
| 3. J-AAR Excavation Ltd. | \$5,950,824 |
| 4. Capital Paving Inc. | \$6,292,940 |
| 4. Dufferin Construction Company | \$6,434,252 |
| 5. Brantco Construction | \$7,440,431 |

As this project has the possible risks that would be associated with any construction project of this scope and size, the successful Contractor was also required to secure construction bonds and certificates of insurance to mitigate risks related to the exposure of financial loss.

Staff reviewed the bid submissions and have confirmed that the low bid received from GIP Paving Inc. (formerly Coco Paving Inc.), in the amount of \$4,969,647 (excluding HST), represents good value for the work.

Should the contract not be awarded and the work does not proceed, the condition of the County's affected assets will continue to deteriorate.

Report No: PW 2023-22
PUBLIC WORKS
Council Date: April 12, 2023

Conclusions

Review of the competitive bid submissions confirm that it is appropriate to award the 2023 Road Resurfacing and Culvert Replacements project to the low bidder, GIP Paving Inc. of Petersburg, Ontario.

SIGNATURES

Report Author:

Original signed by:

Alex Brown, C. Tech
Senior Coordinator of Construction

Departmental Approval:

Original signed by:

David Simpson, P.Eng., PMP
Director of Public Works

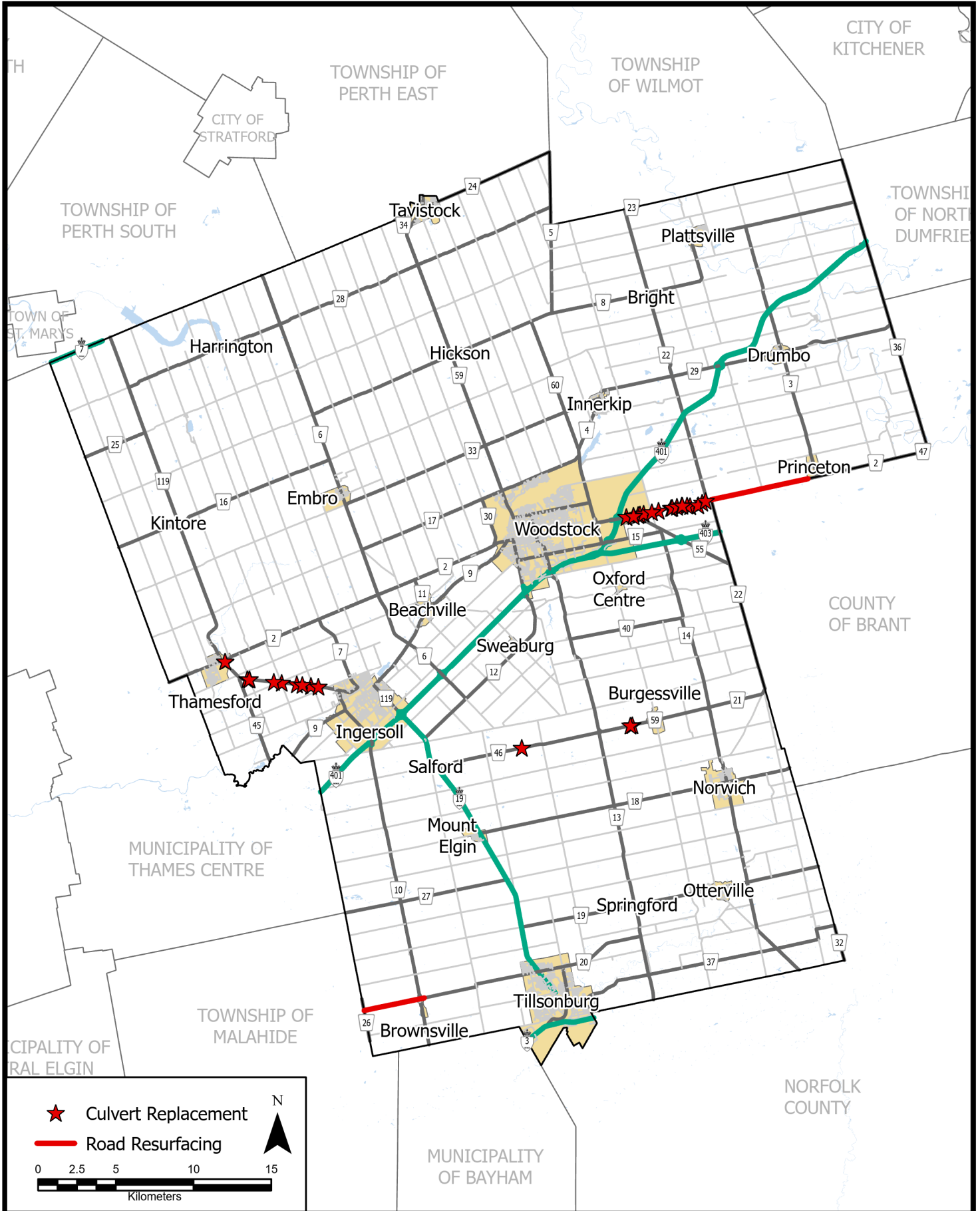
Approved for submission:

Original signed by:

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENT

Attachment 1: 2023 Road Resurfacing and Culvert Replacement Map



To: Warden and Members of County Council

From: Director of Public Works

Contract Award – Trans Canada Trail Pedestrian Bridge Replacement

RECOMMENDATIONS

1. That County Council award a contract to the low bidder, 2220742 Ontario Ltd. (Bronte Construction), in the amount of \$2,165,086 (excluding HST) for the replacement of Bridge No. 20115 on the Trans Canada Trail in the Town of Tillsonburg;
2. And further, that County Council authorize the Chief Administrative Officer and Director of Public Works to sign all documents related hereto.

REPORT HIGHLIGHTS

- The purpose of this report is to obtain County Council approval to award the above-noted project to Bronte Construction, in accordance with the County's Purchasing Policy.
- Bridge No. 20115 in the Town of Tillsonburg is planned for replacement as per the 2023 *Business Plan and Budget* and will result in an accessible connection between the Fourth to North and Trans Canada trails, while maintaining the existing railway corridor, and extending the useful service life of the bridge and culvert structures by 75 years.
- This project will involve removal of the existing bridge superstructure (including existing bridge deck, central pier and culvert), site grading, ramp interconnection between upper and lower trails, construction of an open channel to convey creek flows, and installation of a new grade-separated timber pedestrian bridge for a variety of trail uses (hikers, cyclists, horseback riders, etc.).
- Associated trail closures to the Fourth to North and Trans Canada trails are required for the duration of the project and notifications have been developed in consultation with the Town.
- This project is anticipated to begin April 2023 and targeted for completion by December 2023.

Implementation Points

Upon County Council approval, a contract will be executed with the low bidder, Bronte Construction, prior to proceeding with the work.

Report No: PW 2023-23
PUBLIC WORKS
Council Date: April 12, 2023

The Fourth to North lower trail (owned by the Town of Tillsonburg, spanning north-south) will be closed from Oxford Road 20 (North Street East) to Fourth Street for the duration of the project. Access at the North Street East and Fourth Street entrances to the trail are to be closed with fencing and signage.

The upper trail (Trans Canada Trail, spanning east-west) will be closed from Oxford Road 53 (Tillson Ave) to approximately 400m east of Oxford Road 19 (Broadway Street) for the duration of the project. Access at the Tillson Ave (Oxford Road 53) entrance to the trail and 400m east of Broadway Street (Oxford Road 19) is to be closed with fencing and signage.

Construction is anticipated to begin in April 2023 and be completed by December 2023.

Financial Impact

This work was planned for in the 2023 *Business Plan and Budget*. While the total estimated construction expenditures is slightly above the approved 2023 budget line item for this project, this project is funded from a joint account (930200) for all bridge/culvert rehabilitation projects.

Budget savings from the contract award for the rehabilitation of Bridge No. 174259 on Oxford Road 45, approved by Council in Report No. [PW 2023-13](#) on March 8, 2023, are proposed to be used to fund the additional costs required for this project in the amount of \$78,192. The construction costs and funding sources for this project are summarized in Table 1.

Table 1: Funding Summary for Replacement of Bridge No. 20115

| 2023 Budget Summary Account / Description | Available 2023 Budget | Bid Amount (excluding HST) |
|---|----------------------------------|---------------------------------------|
| 930200 – Bridge Construction (Approved budget: \$6,330,000) (Less other projects: \$4,130,000) | \$2,200,000 | \$2,165,086 |
| Estimated Contract Administration; Inspection & Materials Testing | | 75,000 |
| Non-Refundable HST (1.76%) | | 38,106 |
| TOTAL ESTIMATED CONSTRUCTION EXPENDITURES | | \$2,278,192 |

Communications

The communication strategy for this construction project will be similar to other County projects. The Contractor's project manager and the County's project manager will form an open channel of communication and will include other members of the project team as needed. These communications will commence upon approval of this report and will continue for the duration of the project.

Report No: PW 2023-23
PUBLIC WORKS
Council Date: April 12, 2023

Trail closure and a planned construction schedule have been and will continue to be mutually established with the Town of Tillsonburg, and further communication is planned prior to and throughout construction. A detour route is planned to bypass the closed section of the Trans Canada Trail during construction.







The existing railway corridor beneath the bridge is operated by Ontario Southland Railway (OSR). OSR was made aware of the project in the early stages of design and have continued to be included throughout. Costs for coordination and flagging within the OSR corridor are included in this contract. OSR will be invited to attend the pre-construction meeting with the Contractor and continue to be involved in project communications.

A Notice of Construction letter will be delivered to nearby property owners, along with posting of construction signage at the project location in advance to alert the general public. The Notice of Construction will also be posted to the Oxford County website.

No road closures are anticipated for this project, but should any be required for unanticipated reasons, regulatory authorities and emergency services will receive advanced notice of any road closures through *Municipal511* notifications circulated by Public Works. Road updates are also posted to the County's social media channels and on *Speak Up, Oxford*. Additional advertising and media updates will be considered as required.

Staff will continue to work with affected stakeholders during the execution of this project as required to ensure the appropriate level of communication and outreach is maintained, and further ensuring all parties involved are updated on project status and outcomes as needed.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| WORKS WELL TOGETHER | WELL CONNECTED | SHAPES THE FUTURE | INFORMS & ENGAGES | PERFORMS & DELIVERS | POSITIVE IMPACT |
| 1.ii. | 2.i. 2.ii. | 3.ii. 3.iii. | | 5.ii. | |

DISCUSSION

Background

Bridge No. 20115 was originally built in approximately 1878. It is suspected that the bridge superstructure of the eastern span was replaced around 1902 when the western span was added along with the addition of the central concrete structure (including the cast-in-place culvert that supports the central pier). The bridge was acquired as part of the County's purchase of the former CASO railway corridor through the Town of Tillsonburg. The bridge is located within the Town of Tillsonburg, approximately 250m south of North Street East (Oxford Road 20) and 450m west of Tillson Avenue (Oxford Road 53).

Report No: PW 2023-23
PUBLIC WORKS
Council Date: April 12, 2023

The existing bridge superstructure consists of three spans which convey an east-west portion of the Trans Canada Trail over an intersecting north-south multi-use trail ('Fourth to North Trail' owned by Town of Tillsonburg), a creek passage and an existing grade separated low-volume rail line corridor owned by Canadian Pacific Railway (CPR) and operated by Ontario Southland Railway (OSR). Lisgar Creek is conveyed through a cast-in-place concrete culvert that passes through the central pier that supports the large overhead structure. The approximate project location has been identified in the key map included as Attachment 1.

The County's 2022 *Bridge Inspection Report* noted that Bridge No. 20115 had a bridge condition index (BCI) of 56.7 and included a recommendation to forego rehabilitation and replace the structure within one year. The cast-in-place concrete culvert that supports the bridge structure and conveys the creek has also been identified as being in poor condition and showing signs of ongoing deterioration.

Oxford County completed the Trans Canada Trail Bridge Tillsonburg Municipal Class Environmental Assessment (EA) Study in 2020 to determine the preferred alternative for improvements to Bridge No. 20115. The preferred alternative to meet the study objectives was to replace the structure with a new grade-separated pedestrian bridge and establish an open creek channel as replacement of the existing culvert to convey flows within Lisgar Creek. As part of the design, a new, fully accessible (AODA-compliant) ramp was included to connect the upper and lower trails to better community connectivity and promote active transportation.

Staff received approval from County Council to proceed with the preferred alternative on July 8, 2020 as per Report No. [PW 2020-28](#). The results of the Class EA Study were incorporated into the final design of the bridge replacement completed by the County's consultant (RJ Burnside and Associates) in February 2023.

The replacement of the structure includes the following scope of work:

- Removal of the existing superstructure, central pier, and concrete culvert;
- Construction of a new open creek channel to convey creek flows (lower trail to remain);
- Installation of a new 25.0m span, 3.0m width timber pedestrian bridge (pre-engineered, supplied and assembled by a preferred bridge manufacturer);
- Construction of new, fully accessible (AODA-compliant), 130m-long ramp with separate staircase on north east quadrant to connect the upper and lower trails;
- Restoration of all disturbed areas including placement of granular material and asphalt placement for path restoration as required;
- Minor repairs to existing abutments;
- Erosion and sediment control measures;
- Construction dewatering and creek water way control; and
- Small structures (fencing, signs, etc.), pavement markings, and traffic (pedestrian) control.

The Trail Plan shown in Attachment 2 details the trail closures and detour route that will be required during construction. The planned detour route for the Trans Canada Trail will pass through a County owned corridor (containing an existing paved pathway) which is located approximately 400m east of Broadway Street (Oxford Road 19) to North Street East (Oxford Road 20), east to Tillson Ave (Oxford Road 53) and then south on Tillson Avenue back to the Trans Canada Trail.

Report No: PW 2023-23
PUBLIC WORKS
Council Date: April 12, 2023

North Street East (Oxford Road 20) contains bike lanes and sidewalks on both sides of the street while Tillson Avenue (Oxford Road 53) contains bike lanes and sidewalk connectivity on the east side of the street. These sections of Tillson Avenue and North Street East both form part of the County's Primary Cycling Network.

Comments

Based on its current asset condition, Bridge No. 20115 was prioritized for replacement in order to extend its useful service life by 75 years as per the 2022 *Asset Management Plan*. If this project is not undertaken, the condition of the bridge and its associated culvert will continue to deteriorate to the point where the bridge superstructure will be considered structurally deficient and/or unsafe to use. Further, if the culvert fails, the risk of failure of the central bridge pier will increase and the existing railway corridor may be adversely impacted from flooding and then risk the ballast beneath the tracks being washed out.

In order to address and mitigate the above risk, this project was brought forward for construction as part of the 2023 budget. County staff solicited bids from eligible pre-qualified Contractors and the project was tendered through a competitive bidding process. Seven contractors showed interest in the project and the County received the following three bids at tender close on Thursday, March 16 at 2 p.m.

Table 2: Summary of Bid Submissions

| Contractor | Bid Amount (HST Excluded) |
|--|----------------------------------|
| 1. 2220742 Ontario Ltd. (Bronte Construction) | \$2,165,086 |
| 2. Sierra Bridge Inc. | \$2,216,526 |
| 3. Clearwater Structures Inc. | \$2,523,990 |

As this project has the possible risks that would be associated with any construction project of this scale and scope, the successful Contractor was also required to secure construction bonds and insurance to mitigate risks related to the exposure of financial loss.

Staff have reviewed the submissions and confirmed that the low bid received from Bronte Construction, in the amount of \$2,165,086 (excluding HST), represents good value for the work. Bronte Construction was pre-qualified and has recent experience completing projects of this magnitude.

Conclusions

The new timber pedestrian bridge and ramp, unlike any other pedestrian bridge in Oxford County, will connect two well travelled and existing trails within the Tillsonburg trail system for a variety of trail users (hikers, cyclists, horse back riders, etc.).

Review of the competitive bid submissions confirms that it is appropriate to award the proposed works for the replacement of Trans Canada Trail bridge (No. 20115) and construction of an open creek channelization to the low bidder, 2220742 Ontario Ltd. (Bronte Construction).

SIGNATURES

Report Author:

Original signed by

Ryan Vink, P. Eng.
Project Engineer

Departmental Approval:

Original signed by

David Simpson, P. Eng., PMP
Director of Public Works

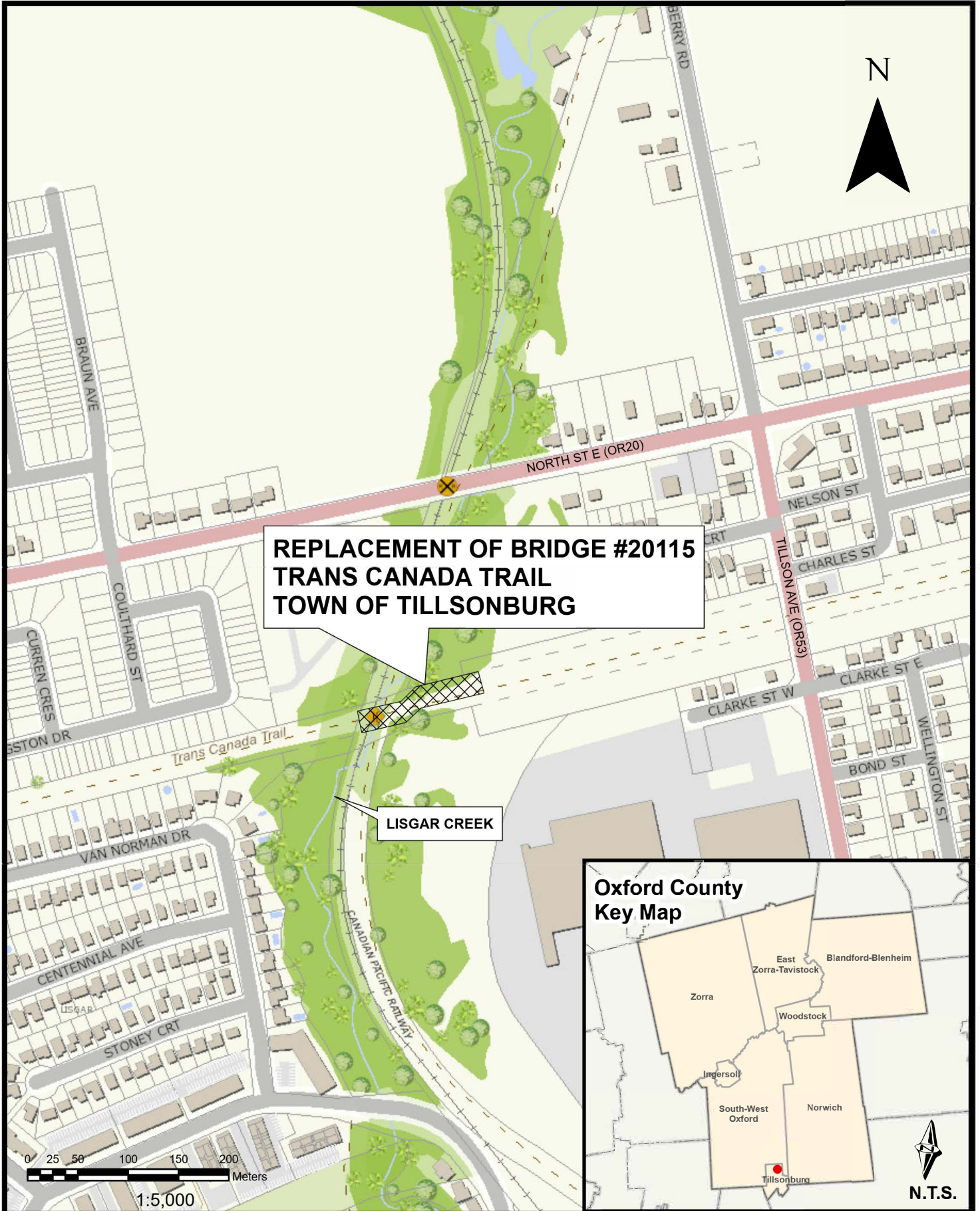
Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENTS

Attachment 1 – Key Map, March 2023
Attachment 2 – Trail Plan, March 2023



Report No. PW 2023-23
Attachment 2 Trail Plan



To: Warden and Members of County Council

From: Director of Corporate Services

Purchasing Policy Amendments

RECOMMENDATIONS

1. That amendments to the Purchasing Policy No. 6.07, as attached to Report No. CS 2023-11, be adopted;
2. And further, that By-Law No. 4449-2004, as amended, be repealed.

REPORT HIGHLIGHTS

- The proposed amendments to Purchasing Policy No. 6.07 will maintain an open, fair and transparent procurement process that ensures equal access to all vendors, and complies with applicable legislation, trade agreements, other County policies, procedures and ethical conduct standards.

Implementation Points

The policy amendments as set out in this report will take effect upon Council's adoption of the recommendations contained in this report.







Financial Impact

There are no financial implications associated with the recommendations contained in this report beyond what has been approved in the current year's budget. The proposed policy amendments will provide the necessary governance as the County continues to ensure that all purchases provide the best value including, where appropriate, lifecycle costs consistent with the required quality and service.

Communications

The policy as amended will be updated in the County's General Policy Manual and staff will be appropriately informed. The current link within the policies section and within the Bids and Tenders section of the County's website will be updated with the amended policy for vendors to access.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| WORKS WELL TOGETHER | WELL CONNECTED | SHAPES THE FUTURE | INFORMS & ENGAGES | PERFORMS & DELIVERS | POSITIVE IMPACT |
| 1.i. | | 3.iii. | | 5.i. | |

DISCUSSION

Background

In accordance with Section 270(1) of the Municipal Act, 2001, as amended, a municipality shall adopt and maintain policies with respect to its procurement of goods and services. Currently, the County's policies are adopted through By-Law No. 4449-2004, cited as the Purchasing Policy and posted on the County website at <https://www.oxfordcounty.ca/en/your-government/policies.aspx>.

Since the County's Purchasing By-Law was amended in 2017, several trade agreements have been updated including the Canadian Free Trade Agreement (CFTA) and the Canada-European Union Comprehensive Economic Trade Agreement (CETA). One of the main goals of the trade agreements is to ensure government procurement activities, in excess of certain prescribed thresholds, are conducted in a non-discriminatory, impartial, transparent and accountable manner. The policy amendments will provide the necessary governance as the County continues to implement best practice public procurement processes and strengthen compliance with current legislation.

Comments

As part of the process in developing the proposed policy amendments, staff reviewed procurement policies from several other municipalities with similar size and scope to ensure consistency with other municipal practices while staying compliant with the trade agreements.

In addition to changes to conform with the relevant free trade agreements, the proposed policy amendments have been developed based on best practices among comparator municipalities in consultation with all County departments and a cross-functional committee representing divisions who most predominantly procure goods and services to support County service delivery. The following sections provide a summary of the more significant changes proposed to update the policy to meet today's needs and the mid-term.

Municipal Comparators

Table 1 provides a summary of the municipal comparators which were utilized to ensure a cross section of Counties and Regions:

Report No: CS 2023-11
CORPORATE SERVICES
Council Date: April 12, 2023

Table 1 - Municipal Comparators

| County/District | Region |
|---|------------------|
| Brant, Chatham-Kent, Elgin, Essex, Lambton, Norfolk, Wellington, Middlesex, Simcoe, Muskoka | Waterloo, Durham |

Commitment to Sustainability

The proposed policy amendments include the County's commitment to sustainability and makes reference to the 100% Renewable Energy Plan, Zero Waste Plan, Zero Poverty Plan and Future Oxford Sustainability Plan. The procurement documents will continue to include the County's commitment to sustainability and, wherever possible, include a method to measure the vendor's sustainability commitments within the bid evaluation process, such as utilizing the Future Oxford Multi-criteria Assessment Tool.

Definitions, Purchasing Responsibilities and Approval Authority

The proposed amendments include several new, or updated, definitions and defined roles and responsibilities for the CAO, Director, Purchasing Designate and Corporate Services. The procurement methods are divided into two categories – competitive and non-competitive procurements, each with respective procurement dollar value and approval authority thresholds. The approval authority level remains unchanged for competitive procurements in the policy amendment, however non-competitive procurements now have a defined approval authority based on the type of procurement.

Non-Competitive Procurements

Emergency purchase is a procurement method used when there is a need to acquire required deliverables in an expedited manner. The proposed policy amendments define the parameters when this procurement method may be used. Situations of urgency resulting from the failure to properly plan for a procurement are not considered an emergency for procurement purposes.

Single or sole source procurement is the acquisition of goods and services directly from a particular supplier without conducting a competitive bid process or soliciting bids from a limited number of suppliers when an open competition would normally be required. The proposed policy amendments establishes new approval limits for single or sole source, requiring Council approval for procurements valued over \$120,000. The comparable municipal data has been summarized in Table 2.

Table 2 – Summary of Single or Sole Source Approval Levels

| Municipality | Council Approval Authority for Single or Sole Source |
|--|--|
| Elgin County; Norfolk County Perth County; City of London | Above \$50,000 |
| Chatham-Kent; Durham Region; Middlesex; City of Brantford | Above \$100,000 |

Report No: CS 2023-11
CORPORATE SERVICES
Council Date: April 12, 2023

| Municipality | Council Approval Authority for Single or Sole Source |
|-----------------|---|
| Waterloo Region | Above \$150,000 |
| Brant County | Above \$250,000 |
| Essex County | Above \$300,000 |

Contract amendments

Where a contract has been authorized pursuant to the policy, disbursement of additional funds required, in the form of change orders to complete works that are necessary as part of the original scope of the contract must be approved in accordance with the Approval Authority, provided that the additional funds do not expand the scope of work contemplated under the original contract. Where sufficient funding is not available from the same funding source, Council approval must be obtained for the additional expenditure.

Cooperative purchasing and buying group arrangements

The proposed amendments incorporate the use of cooperative purchasing and/or buying group arrangements such as Elgin, Middlesex and Oxford Purchasing (EMOP); Ministry of Public and Business Service Delivery (MPBSD); Local Authority Services (LAS); Canoe Procurement Group etc., where the entity's procurement process complies with the requirements of the trade treaties and principles of the County's by-law.

Request for Proposal and Request for Prequalification

The proposed policy amendments expands the requirements and outlines the process when conducting Request for Proposal/Pre-Qualification. In accordance with trade agreements as well as court rulings on proper procurement practices, municipalities must ensure that submission evaluations follow the evaluation criteria as laid out in the procurement documents.

Bid Deposits and Bonding Requirements

The proposed amendments remove reference to certified cheque, money orders, Canadian currency and letter of credit as an option for Bid Deposits, as these cannot be received in their original form within the electronic Bidding System. In addition, the Bid Deposits and Bonding requirement amounts have increased from \$100,000 to \$250,000 but can be requested for lower amounts as deemed appropriate by a Director. This proposed update remains within the requirements of the *Construction Act* which requires any contractor who enters into a public contract in the amount of \$500,000 or greater to provide 50% performance and payment bonds.

Other

The proposed policy amendment also includes the following:

- the addition of Roster List as a Purchasing Mechanism in Section 6.0;
- the addition of Contracts in Section 9.6 to identify the types of clauses that must form part of the agreement to reduce the County's risk exposure;
- the addition of County Credit Cards based on current processes in Section 14.0;
- an expanded list of exclusion to the purchasing policy in Section 17.0; and

Report No: CS 2023-11
CORPORATE SERVICES
Council Date: April 12, 2023

- review of the policy at least once every five years to ensure the policy remains effective and is updated to capture legislative changes or new best practices in procurement, in section 18.0.

All other proposed amendments are considered to be housekeeping matters that do not have an impact on policy provisions. Templates and procedural tools will be developed to provide additional guidance on specific aspects of the procurement process.

The proposed amendments to the Purchasing Policy are highlighted in yellow in attachment 1 to this report.

Conclusions

The proposed amendments to the Purchasing Policy will continuously improve our procurement control framework while being transparent about our practices.

SIGNATURES

Report Author:

Original signed by

Lynda Toft
Procurement Officer

Departmental Approval:

Original signed by

Lynn S. Buchner, CPA, CGA
Director of Corporate Services

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

ATTACHMENT

Attachment 1 – Purchasing Policy as amended



GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 1 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

Purchasing Policy

POLICY

1.0 Purpose of the Purchasing Policy

- 1.1 To set out guidelines for the County to ensure that all purchases of goods and services provide the best value including, where appropriate, lifecycle costs consistent with the required quality and service.
- 1.2 To promote and maintain an open, transparent and accountable purchasing process by providing clear direction and accountabilities.
- 1.3 To specify the roles and responsibilities of individuals, departments and divisions throughout the procurement process.
- 1.4 To encourage competition and ensure that vendors are treated consistently and fairly during the entire procurement process.
- 1.5 To support a procurement process that is efficient and responds to the County's business needs in a timely manner.
- 1.6 To encourage best practices for environmental sustainability, social acceptability and in keeping with government policy and initiatives through a competitive and transparent bidding process where value is sought by including environmental, economic and social impact criteria as part of the bid evaluation process. The County's commitments are demonstrated in the 100% Renewable Energy Plan, the Zero Waste Plan, the Zero Poverty Plan and Future Oxford Sustainability Plan, which are available at <https://www.oxfordcounty.ca/en/your-government/reports-and-publications.aspx> and <http://www.futureoxford.ca/>.

DEFINITIONS

2.0 Definitions

"Approval Authority" means the authority to approve and award procurements, including any changes to such procurements or contracts within purchasing limits.



GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 2 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

“Best Value” shall mean the consideration of purchase price, warranty, service costs, life cycle costs, time of completion/delivery, inventory carrying costs, operating and disposal costs to determine the lowest compliant bid from a responsive, responsible bidder.

“Bid” shall mean a submission from a prospective bidder in response to a request for the purchase of goods or services issued by the County.

“Bidder” shall mean a person, corporation or other entity that responds, or intends to respond to a procurement.

“Bid Deposit” shall mean a financial guarantee in a form satisfactory to the County to ensure the successful Bidder will enter into an agreement.

“Bidding System” shall mean the online web-based solution for issuing procurements and/or receiving online submission and posting bid results. Herein also known as Electronic Bidding.

“Blanket Order” shall mean the agreement wherein a vendor will sell certain items or provide certain services to the County for an agreed period of time with established terms and conditions.

“CAO” shall mean the Chief Administrative Officer appointed by County Council to exercise general control and management of the affairs of the County.

“Change order” shall mean extra work, additional work, change in work as part of the intended scope of the contract that results in a change to the original contract value.

“Conflict of Interest” shall mean a situation in which the personal or business interest of an elected official, officer, employee or agent of the County who is involved in the process of procuring goods or services comes into conflict, or appears to come into conflict, with the interests of the County.

“Consultant” shall mean to work or serve in an advisory and/or technical capacity; a person or company that possesses unique qualifications which allow them to perform specialized advisory and technical services.

“Contract” shall mean a formal or deliberate written agreement between the County and another party for the purchase of goods, services, equipment or construction pursuant to this Policy. Herein also known as the Agreement.



GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 3 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

“Council” shall mean the Council of the County of Oxford. Herein also referred to as County Council.

“County of Oxford” herein is also referred to as the County, or Oxford County.

“Director” shall mean a head of a department operating within Oxford County.

“Evaluation Criteria” shall mean a benchmark or standard against which accomplishment, performance and suitability of an individual, vendor, alternative, activity, product or plan is measured to select the best vendor through a competitive process. Criteria may be qualitative or quantitative in nature.

“Emergency Purchase” shall mean a purchase made in a crisis situation where immediate action is required to prevent the possible loss of life or property or significant financial loss or environmental impacts or significant impact to service levels.

“Energy Retailer” shall mean a company that contracts the supply of natural gas or electricity to consumers and is not a local utility.

“Finance” shall mean a division of Corporate Services.

“Formal Bid” shall mean a formal sealed response received as a part of a competitive bid.

“Formal Request for Quotation” shall mean a document that sets out particular requirements for goods and/or services.

“Generic” shall mean that no specific brand or name shall be included as part of the specifications unless such a brand or name is required to identify the intent of a purchase, order or proposal.

“Goods” shall mean moveable property including raw materials, products, equipment and other physical objects of every kind and description whether in solid, liquid, gaseous or electronic form.

“In-House Bid” shall mean a Bid that is prepared by an internal County department and is submitted in response to a County competitive procurement process and in competition with external vendors, subject to Section 6.1.4 of this Policy.

“Informal Request for Quotation” shall mean a type of procurement for goods or services that is conveyed and received from bidders in a written format by email, mail or fax.

GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 4 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

“Insurance Documents” means official original documents issued by an insurance company acceptable to the County and, preferably, licensed to operate by the Government of Canada or the Province of Ontario certifying that the Bidder is insured in accordance with the County’s insurance requirements as contained in the bid document.

“Labour and Material Bond” shall mean a bond issued by a surety company licensed to operate in the Province of Ontario, to ensure that the contractor will fulfill its obligations to its employees, subcontractors and suppliers and thereby protects the County.

“Lifecycle Cost” shall mean an assessment of the complete cost of an item including initial engineering, design, and construction costs as well as ongoing operational and maintenance costs over the lifespan of the item.

“Lowest Compliant Bidder” shall mean the Bidder who meets the specifications, terms and conditions and provides the required documentation and bid securities outlined in the RFT or Quotation document at the lowest price.

“Performance Bond” shall mean a bond issued by a surety company licensed to operate in the Province of Ontario, executed in connection with a contract and which secures the performance and fulfillment of the undertakings, covenants, terms, conditions and agreements contained in the contracts.

“Procurement” shall mean any and all forms of the purchase of goods and/or services by the County, including but not limited to requests for tenders, requests for quotations, requests for proposal, requests for information, requests for pre-qualification or expression of interest.

“Project Scope” is defined as the statement of work to be undertaken including specifications, objectives and deliverables the project is expected to achieve, as identified in the approved budget, original procurement document and/or the contract award.

“Purchase Order” shall mean the document that is the County’s commitment to the vendor for the value of the goods or services ordered.

“Purchasing Designate” shall mean a person designated by the CAO or Director to exercise any or all responsibilities of the CAO or Director with respect to this Policy within authorized Approval Authority limits.

“Request for Proposal (RFP)” – shall mean an advertised formal bid where a need is identified, but the method by which it will be achieved is unknown at the outset. This process

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 5 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

allows vendors to propose solutions or methods to arrive at a desired result and each proposal is evaluated based on defined criteria.

“Request for Tender (RFT)” shall mean a document, which sets out particular specifications for the commodity or service required. This can also refer to an offer in writing to execute some specified work or to provide some specified articles at a specified rate.

“Request for Quotation (RFQ)” shall mean a document, which requests prices on specific goods and/or services as specified within the document.

“Roster List” shall mean a list of vendors that have pre-qualified to participate in specific procurements anticipated to be required on a regular basis.

“Sealed Bids” shall mean a formal sealed/secure response received as a part of a procurement.

“Senior Management Team” shall mean the CAO, and Directors of the County of Oxford.

“Services” shall mean intangible products that do not have a physical presence. Such as, without limitation, telephone, gas, water, hydro, janitorial and cleaning services, consultant services, legal surveys, medical and related services, leases for grounds, buildings, office or other space required by the County and the rental, repair or maintenance of equipment, machinery, or other personal and real property.

“Scope Change” shall mean any substantial expansion or extension of a contract beyond the scope of work identified in the approved budget, original procurement document and/or the contract award.

“Treasurer” shall mean a person with chief responsibility for corporate finances at the County.

“Vendor” shall mean any person or enterprise providing goods or services to the County. Herein also referred to as Supplier.

PROCEDURES

3.0 Legislative Authority

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 6 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

3.1 The *Municipal Act, 2001, Part VI, Section 270*, as amended, states that a municipality and a local board shall adopt policies with respect to its procurement of goods and services. It is deemed appropriate that these policies include provisions with respect to:

- a) the types of procurement processes that shall be used;
- b) the goals to be achieved by using each type of procurement process;
- c) the circumstances under which each type of procurement process shall be used;
- d) the circumstances under which a tendering process is not required;
- e) how the integrity of each procurement process will be maintained;
- f) how the interests of the municipality or local board, as the case may be, the public and persons participating in a procurement process will be protected;
- g) how and when the procurement process will be reviewed to evaluate its effectiveness.

4.0 Purchasing Responsibilities

4.1 General Responsibilities

- 4.1.1 Procurement activities shall be subject to all applicable County policies and by-laws; any specific provisions of the *Municipal Act*; all other applicable Federal and Provincial legislation, and applicable trade agreements such as: the Canada Free Trade Agreement (CFTA); and the Comprehensive Economic and Trade Agreement (CETA).
- 4.1.2 Failure to adhere to the requirements outlined in this Policy may lead to disciplinary action in accordance with County Policy 5.09 – Progressive Discipline or the applicable collective agreement.
- 4.1.3 The CAO or Director may request exemption from any or all of the purchasing mechanisms outlined in this Policy by submission of a report requesting the same to Council. Such exemption may be granted by resolution. This does not apply to the exclusions that are identified in Section 17 of this Policy.
- 4.1.4 All purchases must be accompanied by detailed invoices or receipts showing details of the purchase and the applicable taxes.
- 4.1.5 Prior to initiating a procurement process, the Purchasing Designate shall consult with County Departments that manage assets for any goods and/or services that affect those assets to ensure the procurement complies with all County policies

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 7 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

related to that asset.

4.2 Council

- 4.2.1 County Council has ultimate authority for all expenditures. Council delegates this authority by the authorization of budgets or by specific resolution. Finance cannot pay for any item that has not been authorized by Council through budget appropriation or specific resolution.
- 4.2.2 Council may delegate further approval authority as it considers necessary from time to time, including but not limited to, any extended time periods during which Council does not meet.

4.3 CAO and Director

- 4.3.1 Responsible for ensuring all procurement activities, within their respective departments are performed in accordance with this Policy.
- 4.3.2 Responsible for approval of accounts within the approved budget for each division, or any amendment to same as approved by Council. All unspecified capital expenditures require prior Council approval by resolution.
- 4.3.3 Resolutions approving budget amendments, capital expenditures or special appropriations shall contain the purpose of expenditure, cost estimates or expenditure limitation, and the proposed funding source. All staff reports recommending such resolutions shall contain the Director and the CAO's endorsement.
- 4.3.4 The CAO or Director may appoint a Purchasing Designate to exercise any or all responsibilities assigned to their position by this Policy. Any changes to the Purchasing Designate, or changes to purchasing limits, will require prior written notice to Finance (Purchase Authorization Form).

4.4 Purchasing Designate

- 4.4.1 Exercise any or all responsibilities delegated to their position in accordance this Policy.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 8 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

4.4.2 During scheduled absences, a Purchasing Designate may delegate signing authority to their authorized alternate approver and provide notice to Finance accordingly.

4.5 Corporate Services

4.5.1 Responsible for administration and compliance monitoring of this Policy.

4.5.2 Provide procurement advice on purchasing goods and/or services in compliance with this Policy.

4.5.3 Develop and maintain purchasing procedures and templates for use as guidelines and for information on purchasing goods and/or services in compliance with this Policy.

4.5.4 Process invoices and issue payments for authorized purchases that adhere to this Policy.

4.5.5 Maintain the list of approved delegated purchasing authorities.

4.6 Prohibitions

4.6.1 No Contract or purchase shall be divided to avoid any requirements of this Policy.

4.6.2 At no time should any County employee use a personal credit card to purchase goods and/or services except for costs related to travel, accommodation and incidentals at conferences or training attended on behalf of the County, when preapproved by their respective Purchasing Designate, in accordance with County Policy 6.02 – Employee Expense Policy.

4.6.3 As a result of the County's procurement from vendors and in accordance with County Policy 5.02 Employee Code of Conduct and Policy 9.17 Council Code of Conduct, the acceptance of gifts, benefits, money, discounts, favours or other assistance by any member of Council, employees of the County, or their families is prohibited.

4.6.4 The purchase of goods and/or services by the County from any member of Council or employee of the County, their family members or from any other source, which would result in a conflict of interest shall be disclosed in accordance with *Municipal Conflict of Interest Act, R.S.O. 1990, c M.50*; County



GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 9 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

Policy 9.17 Council Code of Conduct and/or Policy 5.02 Employee Code of Conduct.

5.0 Approval Authority

- 5.1 Any person delegated approval authority pursuant to this Policy shall ensure that an approved budget (or approved budget amendment) exists for the proposed procurement.
- 5.2 All invoices and accounts from vendors shall be authorized prior to payment, as follows:
 - 5.2.1 For expenditures of \$10,000 or greater a purchase order must be completed, however purchase orders are still recommended for expenditures below \$10,000. A purchase order is not required if the goods and/or services are listed in Section 17 Exclusions of this Policy.
 - 5.2.2 The authorized signature of the CAO, Director or Purchasing Designate, denoting clerical accuracy, budgetary or specific resolution approval and indication that goods and/or services were received in good order must be in place where a purchase order does not exist.
 - 5.2.3 Where a purchase order exists, staff acknowledgement is required to indicate that the goods and/or services were received in good order. This authorization may either be handwritten or electronic.
- 5.3 Between the last regular meeting of Council in any year and the adoption of the budget for the next year, the Treasurer is authorized to pay the accounts of any ordinary business transactions of the County that are required to maintain services. This shall include the payment of accounts or previously approved capital items and projects.
- 5.4 After the approval of the budget, the Treasurer is authorized to pay the accounts approved by the CAO or Director or the appropriate Purchasing Designate.
- 5.5 The approval authority is set out below for each procurement process and value:

GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 10 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

| Procurement Process | Procurement Dollar Value | Approval Authority |
|--|---------------------------------|--|
| Competitive Procurement | | |
| Low Dollar Value Procurements | Less than \$25,000 | Director/CAO and/or Purchasing Designate |
| Informal Request for Quotations (RFQ) ¹ | Less than \$50,000 | Director/CAO and/or Purchasing Designate |
| Formal RFQ or Request for Proposals (RFP) | Less than \$100,000 | Director/CAO and/or Purchasing Designate |
| RFP or Request for Tenders (RFT) | Less than \$1,000,000 | Director/CAO and/or Purchasing Designate OR Council ² <i>(if applicable)</i> |
| | \$1,000,000 or greater | Council |
| Non-Competitive Procurement | | |
| Purchase by Negotiation | Less than \$100,000 | Director/CAO |
| | \$100,000 or greater | Council |
| Emergency Purchases | N/A | Director/CAO and/or Purchasing Designate |
| Single or Sole Source | Less than \$120,000 | Director/CAO |
| | \$120,000 or greater | Council |

¹ Quotes must be retained in accordance with the County's Records Retention By-law 4957-2008 (Policy 6.18).

² Council approval is required if a) the contract is not being awarded to the lowest **compliant** bidder **in an RFT or Quotation or the highest ranking Proponent in an RFP**; or b) Senior level of government requires Council approval; or c) the project is expected to be financed by debenture; or d) there has been a **scope** change to the **project not approved within the budget**.

GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 11 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

5.6 The approval authority for contract awards and for cumulative change orders that exceed the project budget shall follow the approval process outlined below:

| Description | Value | Approval Authority |
|--------------------------|--|---|
| Contract Award Value | Less than or equal to 10% over project budget and within approval authority limits | Purchasing Designate, and/or Director |
| Cumulative Change Orders | Less than or equal to 10% of contract value and within approval authority limits | |
| Contract Award Value | Greater than 10% over budget ³ | Purchasing Designate, Director and/or CAO |
| Cumulative Change Orders | Greater than 10% of contract value ³ | |

For contract award or cumulative change order values equal to or greater than 10% of the budget, the department shall prepare a memo to request authorization for a transfer of funds identifying the account(s) and the background information for the request. The memo must be signed off by Finance staff confirming that funds are available within the same funding source. All transfers must be approved by the Director, CAO and the Treasurer. If funds are not available from the same funding source, Council approval is required.

5.7 Where a contract contains an option for renewal, the contract renewal term may be executed by the approval authority if the Supplier performance is satisfactory and the extension is in the County's best interests.

5.8 When the criteria listed in Section 5 of this Policy have been met, the necessary agreements shall be executed in accordance with County Policy 6.14 - Delegation of Powers and Duties.

6.0 Purchasing Mechanisms

6.1 General

³ CAO will determine whether a report to Council is required on the transfer of funds memo request

GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 12 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

- 6.1.1 Purchase of goods and/or services of like nature among County departments should be combined through a centralized procurement in order to benefit from greater purchasing power and scalable cost pricing efficiencies, wherever possible.
- 6.1.2 In estimating the value of a procurement for the purpose of determining the purchasing mechanism, the County will consider the entire duration of the procurement, including options and renewal periods, whether awarded to one or more vendors, in Canadian dollars excluding taxes.
- 6.1.3 Primary selection criteria will be based on price or life cycle cost prior to any special provisions or additions/deletions calculated into the bid price, providing that all specification requirements are met. Such specifications are to be generic or "as equivalent". All factors influencing the purchasing decision are to be included in the specifications.
- 6.1.4 The County will not consider in-house bids for goods and/or services that compete with external parties during any procurement process. A decision on in-house delivery will be made prior to entering the procurement process.
- 6.1.5 The County shall not grant a preference to local vendors contrary to the *Discriminatory Business Practices Act, R.S.O. 1990, c. D.12*.
- 6.1.6 Bids for capital works or equipment replacement in a Council election year may be requested prior to the adoption of the capital budget, provided the document includes a clause specifically stating that the acceptance of a bid is subject to budget approval by Council and the items specified are subject to change in scope, quantities and/or deletion.
- 6.1.7 Purchasing mechanisms required for the purchase of goods and/or services are set out in Section 6, 7 and 8, with the exception of those listed in Section 17 Exclusions. Approval authority for all mechanisms is as outlined in Section 5 Approval Authority of this Policy.

6.2 Cooperative Purchasing

- 6.2.1 The County may participate in cooperative purchasing arrangements with other municipalities or government agencies including Provincial and Federal vendor agreements and/or Group Purchasing Organizations (GPO). The County may take



GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 13 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

advantage of these cooperative opportunities if they are deemed to be in the best interest of the County and the method of procurement used is a competitive method similar to those described in this Policy.

6.2.2 The policies of the government agencies or public authorities issuing the cooperative procurement are to be the accepted policy for that particular procurement.

6.2.3 Notice of participation in buying groups and information regarding these cooperative purchasing initiatives will be posted on the County's Electronic Bidding website.

6.2.4 The County will issue its own purchase order or contract to the successful vendor for the cooperative purchasing arrangement.

6.3 Low-Dollar Value Procurement

6.3.1 The Purchasing Designate shall be authorized to make purchases of goods and/or services up to an amount of \$25,000 from such vendors and upon such terms and conditions as deemed appropriate.

6.3.2 Vendor selection may be made not solely on the basis of cost, but also on ability, quality or workmanship, service, availability, overall performance and experience.

6.4 Informal Request for Quotation

6.4.1 For procurement of goods and/or services with estimated expenditures exceeding \$25,000 and less than \$50,000 from such vendor and upon such terms and conditions as the Director or Purchasing Designate deems appropriate, subject to first obtaining at least three (3) written quotations whenever possible.

6.4.2 Quotations and specifications (as applicable) can be issued and received by email, hard copy and/or fax transmission.

6.5 Formal Request for Quotation

6.5.1 For procurement of goods and/or services with estimated expenditures exceeding \$50,000 and less than \$100,000. May be used for procurement of goods or services less than \$50,000, where appropriate.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 14 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

6.5.2 Quotation terms and conditions, and requested vendors, are determined at the discretion of the Purchasing Designate.

6.5.3 The procurement process must follow Section 9, Formal Bid Submissions of this Policy.

6.5.4 Award selection shall be made on the basis of the lowest compliant Bid that meets all terms, conditions and specifications.

6.6 Request for Tender

6.6.1 For procurement of goods and/or services with estimated expenditures exceeding \$100,000.

6.6.2 The County's Request for Tender template shall be used to prepare the procurement document.

6.6.3 The procurement process must follow Section 9, Formal Bid Submissions of this Policy.

6.6.4 Award selection shall be made on the basis of the lowest compliant Bid that meets all terms, conditions and specifications.

6.7 Request for Proposal

6.7.1 A Request for Proposal may be used in place of a tender or quotation when the technical specifications cannot be fully defined or specified, or when alternate methods are being sought to perform a certain function or service.

6.7.2 The County's Request for Proposal template shall be used to prepare the procurement document. The RFP template will identify a list of suggested evaluation criteria for assistance in formulating an evaluation method for use in the RFP. This may include but not be limited to factors such as qualifications and experience, strategy, approach, methodology, scheduling and past performance, facilities, equipment and aspects that would support environmental procurement. Cost will be included as a factor, as best value includes but is not limited to quality and cost.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 15 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

6.7.3 The evaluation criteria should incorporate the County's commitment to sustainability including economic, community and environmental factors as value considerations in the bid evaluation process, wherever possible.

6.7.4 The RFP document must clearly outline mandatory, rated, and other criteria that will be used to evaluate submissions, including weighting of each criterion.

6.7.5 Mandatory criteria (i.e. technical standards) should be kept to a minimum to ensure that no bid is unnecessarily disqualified. The RFP document must state that submissions that do not meet the mandatory criteria will be disqualified.

6.7.6 The evaluation criteria and process shall be approved by the Director prior to the issuance of the Request for Proposal.

6.7.7 The RFP evaluation process requires an evaluation team be formed with a minimum of three (3) evaluators to review all compliant proposals against the established criteria, reach consensus on the final rating results, and ensure that the final rating results and supporting documents are retained in the procurement file, in accordance with the County Policy 6.18 – Records Management.

6.7.8 Evaluation team members participating in a RFP evaluation, must disclose any perceived, possible or actual conflicts of interest, in accordance with Policy 5.02 Employee Code of Conduct.

6.7.9 For Requests for Proposals, award selection is based on the highest ranked compliant Bid following the evaluation of proposals.

6.8 Pre-Qualification of Vendors

6.8.1 A request for pre-qualification or expression of interest document may be issued to pre-qualify vendors for projects prior to the issuance of a request for tender or proposal.

6.8.2 The purpose of the pre-qualification is to ensure that each vendor proposing to perform work for the County can demonstrate their ability to provide the necessary expertise and resources to complete the work required.

6.8.3 Projects that could be considered for pre-qualification include, but are not limited to the following:

- a) Projects with a large cash flow (i.e. greater than \$1.5 million);

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 16 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

- b) Construction projects that require specific expertise or equipment; or
- c) Consulting projects that require specific expertise.

6.8.4 Selection of pre-qualified vendors will be based on the evaluation criteria disclosed within the document. An evaluation team shall review all compliant submissions against the established criteria.

6.8.5 Evaluation team members participating in a RFPQ evaluation, must disclose any perceived, possible or actual conflicts of interest, in accordance with Policy 5.02 Employee Code of Conduct.

6.8.6 As a result of pre-qualification, the County will only allow those who are pre-qualified to participate in the bidding process for the scope of work and/or services as specified in the procurement document.

6.9 Roster List

6.9.1 The County may elect to maintain a list of pre-qualified vendors on a roster list when it is in the County's best interest to do so. The roster shall define the type of services included as part of the process.

6.9.2 Roster lists shall be valid for a maximum term of three (3) years after which a procurement shall be issued to establish a new roster. The term of roster must be stated at the time the procurement is issued and that further notices will be published.

6.9.3 The procurement document shall identify how the projects will be awarded to the rostered vendors.

6.9.4 Purchasing Designates are required to determine if a roster list is available for any goods or services they require prior to making a purchase.

6.10 Blanket Order

6.10.1 The Director or Purchasing Designate may establish a Blanket Order for frequently used goods or services based on the estimated annual expenditure using the applicable purchasing mechanism within this Policy. The purchasing mechanism will establish the source and price with the selected vendor for the duration of the contract term.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 17 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

6.10.2 Blanket Orders shall be issued annually for the duration of the contract term with all ordering departments responsible for maintaining purchases within budget allocations.

6.10.3 Blanket orders may be coordinated and issued for all County departments as applicable. Purchasing Designates are required to determine if a blanket order is available for any goods or services they require prior to making a purchase.

7.0 Non-Competitive Purchases (Emergency, Sole Source, Single Source)

7.1 Emergency Purchases

7.1.1 The Purchasing Designate shall be authorized to make emergency purchases in excess of \$25,000 upon the approval of a Director. The Director shall advise the CAO by memo. The memo shall include the details of the emergency purchase and the source of funding. The CAO will determine whether a report to Council is required.

7.1.2 Emergencies include, without limitation:

- a) the welfare and protection of persons, property or the environment; or
- b) an imminent or actual danger to the life, health or safety of an official or an employee while acting on the County's behalf; or
- c) an imminent or actual danger of damage to or destruction of real or personal property belonging to the County; or
- d) an unexpected interruption of an essential public service; or
- e) an emergency as defined by the *Emergency Management and Civil Protection Act, R.S.O. 1990*, Chapter E.9 and the emergency plan formulated there under by the County; or
- f) a spill or pollutant as described by Part X of the *Environmental Protection Act, R.S.O. 1990*, Chapter E.19 and, 12.2.6 mandate of a non-compliance order.

7.2 Sole Source

7.2.1 The procurement may be conducted using a Sole Source process if the goods and/or services are available from only one supplier by reason of:

- a) statutory or market based monopoly;

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 18 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

- b) competition is precluded due to the application of any Act or legislation or because of the existence of patent rights, copyrights, licence, technical secrets or controls of raw material; or
- c) the complete item, service, or system is unique to one supplier and no alternative or substitute exists.

7.2.2 Where a sole source procurement has received approval, subsequent purchases with the supplier for these goods and/or services can proceed subject to approved budget allocations.

7.3 Single Source

7.3.1 Single Source means that there is more than one source of supply in the open market, but only one source is recommended due to predetermined and approved specifications.

7.3.2 The procurement may be conducted using a Single Source process if the goods and/or services are available from more than one source, but there are valid and sufficient reasons for selecting one supplier in particular, being any of the following:

- a) An attempt to acquire the required goods and/or services by soliciting competitive bids has been made in good faith, but has failed to identify more than one willing and compliant supplier;
- b) The confidential nature of the requirement is such that it would not be in the public interest to solicit competitive bids;
- c) There is a need for compatibility with goods and/or services previously acquired or the required goods and/or services will be additional to similar goods and/or services being supplied under an existing contract (i.e. contract extension or renewal);
- d) The required goods and/or services are to be supplied by a particular supplier(s) having special knowledge, skills, expertise or experience;
- e) The goods are purchased under circumstances which are exceptionally advantageous to the County, such as in the case of a bankruptcy or receivership.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 19 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

8.0 Purchase by Negotiation

8.1 A Director or Purchasing Designate may purchase by negotiation **when one or more of the following conditions apply:**

- 8.1.1 When market conditions and in the judgement of the CAO and the Director, the supplies are in short supply.
- 8.1.2 When two or more bids deemed identical have been received, the Director or Purchasing Designate may negotiate with the two lowest bidders, keeping all negotiations fair and ethical.
- 8.1.3 When the lowest bid meeting specifications exceeds the estimated costs and it is not viable or in the best interest of the County **to reissue the competitive bid process.**
- 8.1.4 Single or sole source purchase. Non-competitive procurements that are subject to the trade agreements shall be reported including a brief description of the project, the successful bidder's name, the approved award amount, the date of award and the circumstances for the use of limited tendering.

9.0 Formal Bid Submissions

9.1 General

9.1.1 The Bidding System shall be used for formal procurements. Submissions will be electronically sealed by the Bidding System until the closing date and time.

9.1.2 Registration with the Bidding System is required in order to download documents and bid on a project.

9.1.3 The following conditions apply to all formal bid submissions:

- a) Bids must be submitted and received in the manner as specified within the procurement document.
- b) Attempts to submit a bid after the specified closing time will be directed to an 'expired' page. Only complete, on time submissions are accepted.
- c) A bidder may withdraw a submitted bid at any time up to the official closing time. Withdrawal must be made through the Bidding System with verified login of submitter or approved contact.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 20 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

d) A bidder who has already submitted a bid may submit a further bid at any time up to the official closing time. The last bid received will supersede and invalidate all bids previously received by that bidder.

e) The disclosure of information received in response to a procurement shall be treated in accordance with the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, as amended*. If a department receives a request for disclosure with respect to the procurement process or the executed contract, this request shall be referred to the County's Legislative Services Coordinator.

9.1.4 Bids will be rejected for any of the following reasons:

- a) Bid does not comply with the requirements at time of closing as specified in the bid document.
- b) Bids which are incomplete, conditional or obscure, or which contain additions not called for, erasures, alterations or irregularities of any kind.
- c) Bid does not meet specification requirements.

9.1.5 The County may, in its absolute sole discretion, reject a bid submitted if the bidder, or any officer or Director of the bidder is, intends to be or has been engaged, either directly or indirectly through another corporation or personally, in a legal action against the County, its elected or appointed officers and employees and it is expected that the litigation is likely to affect the bidder's ability to work with the County, its consultants and representatives, and whether the County's experience with the bidder indicates the County is likely to incur increased staff and legal costs in the administration of the contract if it is awarded to the bidder.

9.1.6 As formal procurements are awarded, they will be posted on the Bidding System and shall include a brief description of the project, project number, the successful bidder's name and the approved award amount (tender and quotations only).

9.1.7 Bid documents shall outline the bid dispute resolution process. Vendors involved in a procurement process with the County identifying a dispute, are required to state the nature of the dispute in writing, giving full details and history of the events leading to the dispute claim, addressed to the Purchasing Designate.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 21 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

9.1.8 Payments to any contractor, holdbacks and their release shall be in full compliance with the provisions of the *Construction Act R.S.O. 1990, c. C.30* and County procedures.

9.2 Advertising

9.2.1 All formal procurements estimated to exceed \$100,000 shall be publicly posted on the Bidding System unless the procurement is completed by negotiation or a prequalification process has already been completed and is subject to prequalified vendors. Procurements less than \$100,000 may be publicly posted on the Bidding System as deemed appropriate by the Director or Purchasing Designate.

9.3 Bid Closing and Opening

9.3.1 The County receives bid submissions for formal procurements directly into the County's electronic bidding system. The submissions will be electronically sealed by the Bidding System until the closing date and time.

9.3.2 All formal procurements will be opened on the specified date and time identified within the document and bidding system.

9.4 Bid Deposit

9.4.1 A bid bond shall be required to accompany bid submissions for the following circumstances:

- a) All bids for municipal construction projects in excess of \$250,000.
- b) Special contracts or scope of work and project values less than \$250,000 as deemed appropriate by a Director.

9.4.2 The bid bond shall be set to a minimum of 5% of the estimated value of the work and the amount shall be identified within the procurement document.

9.4.3 All bid bonds are required in the form of a digital bond.

9.5 Bonding Requirements

9.5.1 Performance Bonds and Labour and Material Bonds are required for all construction projects exceeding \$250,000 for a minimum of 50% of the contract price for each bond. The cost for bonding is to be included in the bid submission price.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 22 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

9.5.2 Performance Bonds are required for all service contracts exceeding \$250,000 for a minimum of 50% of the contract price. The cost for bonding is to be included in the bid submission price.

9.5.3 For estimated expenditures less than \$250,000, the Director shall determine if bonding is required and identify the bonding requirements within the procurement document.

9.5.4 All bonds are required in the form of a digital bond.

9.6 Contracts

9.6.1 A draft agreement should be included with the procurement documents, where possible.

9.6.2 If an alternative procurement strategy has been used, a written agreement must be signed prior to the commencement of services.

9.6.3 Contract clauses including, but not limited to, confidentiality, limitation of liability, indemnification, insurance, default, cancellation and termination must form part of the agreement.

9.6.4 The term of the agreement and any options to extend must be set out in the procurement document.

9.6.5 A contract term shall generally not exceed five years, notwithstanding, contracts of greater than five (5) years and less than ten (ten) years, for services requiring significant capital costs during implementation or contracts for specialized services with significant administrative resources required to transition to a new service provider, such as recycling and waste collection services or information technology services etc. Contract terms greater than five (5) years must be approved by the Director and CAO prior to issuing the procurement document. The department shall prepare a memo to request authorization for a longer contract term detailing the rationale for the request. The CAO will determine whether a report to Council is required.

9.6.6 To manage disputes throughout the life of the contract, a dispute resolution process should be included in the contract, consistent with the requirements within the *Construction Act R.S.O. 1990* or *Arbitration Act, 1991*, as applicable.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 23 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

9.6.7 Each department shall be responsible for managing the contracts arising from a procurement process to ensure all deliverables are properly received, payments are appropriately made, all timelines are met, and any option years to the contract are appropriately exercised.

9.7 Vendor Evaluation

9.7.1 Vendor evaluations may be undertaken on any procurement including single or sole source purchases, emergency purchases.

9.7.2 Documented poor performance may be used to determine the eligibility of a vendor to continue to provide goods and/or services to the County on a current contract or to remain a qualified vendor to participate in future procurements.

10.0 Unsolicited Proposals

10.1 The County shall not ordinarily consider unsolicited proposals. However, if there is a legitimate need for the goods and/or services offered within the unsolicited proposal, then the County may commence a procurement process in accordance with this Policy.

10.2 Where a procurement is undertaken for the goods or services, the vendor who submitted the unsolicited proposal shall not be precluded from participating in the procurement process.

11.0 Insurance Requirements

11.1 The successful bidder, contractor or consultant shall, at its sole expense, obtain and keep in force, insurance satisfactory to the County and issued by an insurance company licensed to conduct business in the Province of Ontario.

11.2 The bid document and the resulting contract with the successful bidder shall clearly identify the County's insurance requirements and the liability limits.

11.3 The Director or Purchasing Designate will be responsible to obtain the necessary Insurance Documents and ensure they are filed with the County's Legislative Services Coordinator.

11.4 The insurance policies and coverages will be required as stated in the bid document and may include but are not limited to the following:

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 24 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

11.4.1 Commercial General Liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage. The policy should include the following clauses:

- a) the County of Oxford (and any other affiliated parties) as additional insured with respect to liability arising in the course of, or in connection with, work performed under the Contract;
- b) cross-liability and severability of interest clause;
- c) non-owned auto coverage (only applicable if consultants are using personal vehicles to perform duties under contract);
- d) contractual liability (both oral and written); and
- e) thirty (30) day written notice of cancellation, termination or material change.

11.4.2 Auto Liability

11.4.3 Professional Liability and Errors & Omissions (E&O) insurance – applicable when purchasing specialized services such as consulting and professional advice. The policy shall be renewed for three (3) years after project completion. In specific cases, the County may consider alternative insurance requests based on a risk management assessment by the Director of the particular department;

11.4.4 Environmental Impairment – depending on the nature of the work being performed (producing, processing, transporting, storing or otherwise handling potential contaminants), this coverage may be warranted and the form and amount of coverage shall be determined on a project by project basis by the Director;

11.4.5 Asbestos Abatement – when this issue is applicable, specific wording should be obtained from the County’s insurance broker except in the case of emergency;

11.4.6 Builder’s Risk – the form and amount of coverage shall be determined on a project by project basis by the Director **but not any less than the anticipated cost of the project; and**

11.4.7 Homeowners insurance - only applicable for rental of County facilities to individuals.



GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 25 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

- 11.5 Before commencement of a project, the successful bidder, contractor or consultant must furnish the County with a valid certificate of insurance (as well as renewal replacement certificates as may be necessary throughout the project) that references the project and confirms that the applicable requirements are in force for the entire contract period from commencement until twelve (12) months following substantial completion of the project. **The certificate of insurance shall be provided to the County in the manner prescribed in the Contract documents.**
- 11.6 The contractor shall provide proof that their liability policy contains no exclusions for Explosion, Collapse or Underground Hazards coverages, as applicable, where the contracted work requires:
- 11.6.1 the removal or weakening of support of any property, building or land whether such support be natural or otherwise;
- 11.6.2 the use of explosives for blasting; or
- 11.6.3 vibration from pile driving or caisson work.
- 11.7 **The County reserves the right to request such higher limits of insurance or other types of policies appropriate to the agreement as the County may reasonably require from time to time.**
- 11.8 **The bid document shall contain a reciprocal indemnification clause to ensure that neither party is liable for one another's negligence.**

12.0 WSIB Clearance Certificates

- 12.1 Clearance certificates from the Workplace Safety & Insurance Board (WSIB) must be obtained for all contractors before work begins to verify that they are registered with WSIB and have an account in good standing if applicable (some exemptions apply). Renewals shall be received when the duration of the work exceeds beyond the expiry date of the clearance certificate – see also County Policy 7.21 - Contractor Health & Safety Program. Independent operators shall provide a letter from WSIB confirming their status as an independent operator.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 26 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

13.0 Accessibility

- 13.1 In accordance with the *Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c.11*, the County shall have regard for the accessibility for persons with disabilities in respect to supplies and services purchased by the County.
- 13.2 In accordance with section 6 of Ontario Regulation 429/07, *Accessible Standards for Customer Service*, the contractor is responsible to ensure that all of its employees, volunteers and others which the contractor is responsible are adequately trained as per County Policy 9.03 - *Accessibility Standards for Customer Service*.
- 13.3 The following statements shall be included in all requests for proposals and tender documents:
- 13.3.1 Prior to the commencement of any services provided in relation to this procurement, the proponent shall furnish evidence of compliance with the requirements of Section 6 of Ontario Regulation 429/07, *Accessibility Standards for Customer Service*, under the *Accessibility for Ontarians with Disabilities Act, 2005*.
- 13.3.2 Pursuant to Section 6 of the Regulation, the proponent shall ensure that all of its employees, agents, volunteers, or others for whom it is at law responsible, receive training about the provision of the supplies and services contemplated herein to persons with disabilities. Such training shall be provided in accordance with Section 6 of the Regulation and shall include, without limitation, a review of the purpose of the Act and the requirements of the Regulation, as well as instruction regarding all matters set out in Section 6 of the Regulation.
- 13.3.3 The vendor shall submit to the County upon request, as required from time to time, documentation describing its customer service training policies, practices and procedures, and a summary of the contents of training, together with a record of the dates on which training was provided and the individuals to whom training was provided.
- 13.3.4 Under the *Accessibility for Ontarians with Disabilities Act (AODA)*, the County is obligated to:

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 27 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

“(5) Except where meeting the requirement is not practicable, this section applies, to websites and web content, including web-based applications, that an organization controls directly or through a contractual relationship that allows for modification of the product; and to web content published on a website after January 1, 2012.”

All digital documents and final deliverables provided to the County by the Vendor/Consultant/Proponent and subcontractors must be provided in accessible format which must meet WCAG 2.0 Level AA requirements in accordance with the AODA.

13.3.5 For further details, go to www.AccessON.ca.

14.0 County Credit Cards

14.1 Employees with a need for a County Credit Card, will be approved by their Director and the Treasurer. The Treasurer will determine the monthly spending limit for each employee based on their expected level of procurement.

14.2 A County credit card will be issued after the employee has read, signed and submitted the Credit Card Acknowledgement Agreement, which sets out in writing the employee’s responsibilities and restrictions regarding the use of the County credit card.

14.3 Any use of a County credit card shall be in accordance with this Policy and all other applicable County by-laws and policies.

14.4 A purchase order should not be completed if payment is made using a County credit card.

15.0 Disposal of Surplus Assets

15.1 In accordance with County Policy 6.04 Accounting Treatment for Capital Assets, the department responsible for the asset shall inform the Finance division of the asset affected and the date to be removed.

15.2 The method of disposal for surplus assets not required by the County include, but are limited to sale, trade-in, auction or scrap.

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 28 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

16.0 Retention Policy

- 16.1 All documents for successful bidders shall be retained in accordance with the County of Oxford's Records Retention By-law 4957-2008 (Policy 6.18 Records Management).
- 16.2 All pertinent information, for reporting and auditing purposes should be retained. Some examples of records include approvals, procurement documents, addenda, award letters, notices, evaluation forms, agreements, and supplier performance.

17.0 Exclusions

- 17.1 The goods and/or services listed below are not subject to the competitive procurement requirements in this Policy, including, but not limited to:
- a) Registration, accommodation and tuition fees for conferences, conventions, courses and seminars
 - b) Travelling expenses
 - c) Magazines, books and periodicals
 - d) Membership fees, dues and subscriptions
 - e) Payroll deduction remittances
 - f) Insurance program
 - g) Insurance claims, legal settlements and grievance settlements
 - h) Medical exams
 - i) Licences (for example, vehicle, elevators, radios)
 - j) Ongoing maintenance and annual license fees to maintain functionality of existing computer hardware and software
 - k) Purchase of replacement parts where the original equipment manufacturer (OEM) is the sole provider of that equipment
 - l) financial services respecting the management of financial assets and liabilities (i.e. treasury operations), including ancillary advisory and information services, whether or not delivered by a financial institution or credit rating agency
 - m) Debt payments
 - n) Purchase of investments
 - o) Subsidies, grants and loan
 - p) Utility charges purchased directly from a utility provider (a competitive process must be used to purchase from an Energy Retailer)
 - q) Advertising services required in radio, television, newspaper or magazines

GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 29 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

- r) Professional services such as medical professionals, temporary staffing agencies, interpreter fees and transcription fees for POA, mediators and arbitrators. Legal and realty services are exempt from this Policy, subject to roster lists being in place for these services
- s) Acquisition, Lease or Sale/Disposal of Real Property or development of County supported and/or funded housing projects including affordable housing projects are not subject to this Policy. Existing County policies; Policy 6.15 Disposal of Land and Policy 9.07 Housing First Policy are in place to guide these processes
- t) Public/guest speakers, individuals or ensembles that offer creative content for presentation to others
- u) Government agencies, regulatory bodies, licensing agencies, public authorities and not-for-profit organizations accountable to the Ontario government and municipalities to which the County is required to remit to or pay a fee
- v) Providers of community services (as part of County-approved programs and projects), unless required by a senior level of government

18.0 Review of Procurement Policy and Procedures

- 18.1 This Policy shall be reviewed at least once every five (5) years.
- 18.2 The Senior Management Team and Corporate Services may randomly review departmental purchasing related files on an on-going basis to review the effectiveness and integrity of the processes and policy adherence.

19.0 References and Related Statements of Policy and Procedure

- Employee Code of Conduct Policy No. 5.02
- Progressive Discipline Policy No. 5.09
- Employee Expense Policy No. 6.02
- Accounting Treatment for Capital Assets Policy No. 6.04
- Delegation of Powers and Duties Policy No. 6.14
- Disposal of Land Policy No. 6.15
- Records Management Policy 6.18 (Records Retention By-law 4957-2008)
- Contractor Health & Safety Program Policy No. 7.21
- Accessibility Standards for Customer Service Policy No. 9.03
- Housing First Policy No. 9.07
- Council Code of Conduct Policy No. 9.17

GENERAL POLICY MANUAL

| | | | |
|-------------------|--|--------------|-------------------|
| SECTION: | Finance | APPROVED BY: | County Council |
| NUMBER: | 6.07 | SIGNATURE: | |
| PAGE: | Page 30 of 30 | DATE: | September 8, 2004 |
| REFERENCE POLICY: | 5.02, 5.09, 6.02, 6.04, 6.14, 6.15, 6.18, 7.21, 9.03, 9.07, 9.17 | REVISED: | April 12, 2023 |

20.0 References and Related Statements of Legislation

Accessibility for Ontarians with Disabilities Act, 2005, S.O. 2005, c.11

Arbitration Act, 1991

Construction Act R.S.O. 1990, c. C.30

Discriminatory Business Practices Act, R.S.O. 1990, c. D.12

Emergency Management and Civil Protection Act, R.S.O. 1990, Chapter E.9

Environmental Protection Act, R.S.O. 1990, Chapter E.19

Municipal Act, 2001, Part VI, Section 270

Municipal Conflict of Interest Act, R.S.O. 1990, c M.50

Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990

To: Warden and Members of County Council

From: Director of Corporate Services

2023 Tax Policy By-law

RECOMMENDATION

1. That By-law No. 6527-2023, being a by-law to establish tax ratios and levy tax rates for upper-tier purposes for the year 2023, be presented to Council for enactment.

REPORT HIGHLIGHTS

- To enact the necessary by-law to set the County's tax policy for the 2023 taxation year
- Average residential property tax bill will increase by \$38; typical farm related property tax bill will increase by \$71 in 2023 – for County purposes only

Implementation Points

Upon passing the by-law introduced under this report, County and Area Municipal Finance staff will proceed with the annual assessment review and tax calculation process necessary for final billings.

Financial Impact

The approval of the recommendations contained in this report will have no financial impact beyond what has been approved in the current year's budget.







Tax policy decisions will reflect how the County and Area Municipalities' tax levies will be distributed among the various property tax classes and by property based on 2023 property assessment values determined by MPAC.

Communications

The 2023 Tax Ratios and Rates By-law will be circulated to the Area Municipal Treasurers for billing purposes and remitting final 2023 levy instalment payments to the County – set for September 30 and December 15, 2023.

The County’s webpage [Property Taxes – Your County tax dollars explained](#) will be updated accordingly.

Strategic Plan (2020-2022)

| | | | | | |
|---|---|---|---|---|---|
|  |  |  |  |  |  |
| <i>WORKS WELL TOGETHER</i> | <i>WELL CONNECTED</i> | <i>SHAPES THE FUTURE</i> | <i>INFORMS & ENGAGES</i> | <i>PERFORMS & DELIVERS</i> | <i>POSITIVE IMPACT</i> |
| | | 3.ii. 3.iii. | | | |

DISCUSSION

Background

On an annual basis, County Council is required to establish tax policy that determines the apportionment of the tax burden within and between tax classes, and among area municipalities. In setting these policies the following relationships need to be considered:

1. Effect of tax ratios on the distribution of the tax burden between tax classes, and “levy restriction” provisions;
2. Implications of use or discontinuation of other optional tax policy tools i.e. optional tax classes and graduated taxation; and/or,
3. Changes to existing tax policies affecting taxation on vacant property or land and farmland awaiting development, and programs that provide relief for charitable organizations, and low-income seniors and persons with disabilities.

Many of the tax policy decisions are required to be enacted by by-law on an annual basis to recognize the importance of the responsibility and the impacts of the decisions that fluctuate from year to year due to changes in assessment and the economic environment.

Tax policy recommendations, contained in Report No. CS 2023-08 entitled “2023 Tax Policy”, were presented at County Council’s March 8, 2023 meeting. The recommendations were formed based on collaborative perspectives of the Area Municipal Treasurers and/or Tax Collectors having regard for local impacts. There were no tax policy changes recommended from those adopted in 2020, 2021 and 2022 contained in that report and no direction or further analysis was requested from Council with respect to the 2023 tax policy recommendations.

Comments

Tax Rate Discounts – Excess and Vacant Lands Program

As indicated in Report No. CS 2023-08, the Area Municipal Finance Group have discussed whether the excess and vacant lands tax rate discount program remains relevant in Oxford and, in order to make that determination, staff will undertake a review in 2023 to inform any recommended changes that may be brought forward for setting 2024 tax policy.

Vacant Unit Rebate Program

Also addressed in Report No. CS 2023-08, based on information gathered by the Area Municipal Finance Group, it has been determined that the Vacant Unit Rebate program has experienced a significant decline in applications since the program was modified in 2018. More specifically, the number of vacant unit rebates approved in 2018 were 76 followed by a notable reduction in 2019 to 27, gradually declining to 20 applications in 2022.

As it stands now, the County's Vacant Unit Rebate program authorized under O.Reg. 325/01 subsection 20 (2) states "Oxford County - No rebate is payable under section 364 of the Act for a taxation year in respect of a building, structure or portion of a building if the municipality paid or credited a rebate in respect of the building, structure or portion, as the case may be, for any five previous taxation years."

Based on comments received from the Area Municipal staff who administer the program, general consensus suggests that tracking the number of years each property has remaining for eligibility under the program is an administrative burden that is difficult to justify considering the number of applications now being approved.

As this policy is an area municipal decision, each Area Municipality has the ability to exercise the opt-out provision to eliminate the vacant unit rebate program. In the event that any Area Municipality chooses not to proceed, the County's regulated program under O.Reg. 325/01 will continue to apply. The Area Municipal Finance Group also expressed the desire to maintain consistency in tax policy among all of Oxford's municipalities for fair and equitable treatment of business properties regardless of where it is located in Oxford County.

Ontario's Property Assessment and Taxation Review

Over the course of the past few years, the Provincial Government has been conducting a review of Ontario's property tax and assessment system. The review is intended to explore opportunities to support a competitive business environment, enhance the accuracy and stability of property assessments, and strengthen the governance and accountability of the Municipal Property Assessment Corporation (MPAC). As part of the review, the Province has been consulting with municipalities, including seeking input through the Property Assessment and Taxation Review Municipal Advisory Committee.

While the consultation process remains ongoing, property tax decisions for the 2023 taxation year were considered by the Province and announced in their *2021 Economic Outlook and Fiscal Review* that property assessments for the 2022 and 2023 tax years will continue to be

Report No: CS 2023-12
CORPORATE SERVICES
Council Date: April 12, 2023

based on the same valuation date (January 1, 2016) as was used for 2020 and 2021 in order to maintain stability for municipalities and taxpayers.

Although we recognize how important it was to pause the planned 2020 reassessment during the pandemic, municipalities are now advocating to proceed with reassessment in time for the 2024 tax year to provide stability and predictability for municipalities and property owners as we face uncertain economic times.

Predictability in a sound assessment base is also a particular interest to the County and our Area Municipal partners as a significant portion of our industrial assessment base is comprised of the auto industry which has struggled for decades to achieve fair and equitable assessment in the absence of a defensible valuation methodology. This unpredictability comes at a cost to all property taxpayers in Oxford County, resulting in millions of dollars of taxation being refunded several years after being collected and invested in our community.

Over the years, staff and Councillors have advocated for a review of the methodology used to assess these provincially significant properties, through municipal associations, Ministry of Finance - Property Assessment and Taxation Review Municipal Advisory Committee, Minister of Finance and MPAC, to no avail.

In spite of the efforts of the past, staff will continue to advocate for a reliable valuation methodology for auto manufacturing properties throughout Ontario to avoid perpetual appeals that hold municipalities hostage for years and threatens our communities' sustainability.

[2023 Tax Policy](#)

The 2023 tax policy provisions are summarized in Table 1, and have been incorporated in the by-law before Council for consideration in accordance with the recommendations presented in Report No. CS 2023-08. They have been prepared in keeping with the Province's initiative to maintain stability in the property tax system by deferring implementation of revised assessment values for purposes of tax distribution in 2021 to 2023. In light of the foregoing, the County's 2021, 2022 and 2023 tax ratios and rates by-laws have been prepared on the basis of the same tax policy provisions employed in 2020.

Report No: CS 2023-12
CORPORATE SERVICES
Council Date: April 12, 2023

Table 1 – 2023 Tax Policy

| | Tax Policy | Highlights |
|----|--|---|
| 1. | Tax Ratios | Residential 1.0 Multi-Residential 2.0 New Multi-Residential 1.0 Farm 0.2177 Managed Forest 0.25 Commercial 1.9018 Landfill 1.9018 Industrial 2.63 Large Industrial 2.63 Pipeline 1.2593 |
| 2. | Tax Rate Reductions for Prescribed Property Subclasses | Tax rate discounts – for vacant lands and farmland awaiting development Farm 55% Commercial 30% Industrial 35% |
| 3. | Tax Rates for Upper Tier Purposes | Tax rates are calculated using the ratios and tax reductions set out above and the levy amount required to be raised for the following purposes: <ul style="list-style-type: none"> ▪ General - \$70,759,302 ▪ Library - \$4,288,199 ▪ Woodstock Police Services Court Security and Prisoner Transportation - \$10,276 |

Tables 2 and 3 present the impact of 2023 tax policy on the average residential household and typical farm related properties, indicating that the average residential household will see an increase of approximately \$38 in their 2023 property tax bill related to County services, including area rated services, while the typical farm related properties will experience an approximate \$71 increase.

Report No: CS 2023-12
CORPORATE SERVICES
Council Date: April 12, 2023

Impact on Typical Properties

Table 2 – Tax Impact on Average Single Family Residential Property – Total County Levy

| Single Family Detached Residential | 2022 Tax | 2023 Tax | \$ Change | % Change |
|---|-----------------|-----------------|------------------|-----------------|
| Phased CVA | \$277,846 | \$277,846 | \$0 | 0.00% |
| Composite tax rate | 0.00412477 | 0.00426166 | 0.00013689 | 3.32% |
| Total tax | \$1,146 | \$1,184 | \$38 | 3.32% |
| Single Family Detached Residential | 2022 Tax | 2023 Tax | \$ Change | % Change |
| Phased CVA | \$250,000 | \$250,000 | \$0 | 0.00% |
| Composite tax rate | 0.00412477 | 0.00426166 | 0.00013689 | 3.32% |
| Total tax | \$1,031 | \$1,065 | \$34 | 3.32% |

Table 3 – Tax Impact on Farm Related Properties – Total County Levy

| Farm Related Properties | 2022 Tax | 2023 Tax | \$ Change | % Change |
|--------------------------------|-----------------|-----------------|------------------|-----------------|
| Farm House CVA | \$201,500 | \$201,500 | \$0 | 0.00% |
| Composite tax rate | 0.00412477 | 0.00426166 | 0.00013689 | 3.32% |
| Total tax | \$831 | \$859 | \$28 | 3.32% |
| Farm Related Properties | 2022 Tax | 2023 Tax | \$ Change | % Change |
| Farm Land CVA | \$1,471,700 | \$1,471,700 | \$0 | 0.00% |
| Composite tax rate | 0.00089796 | 0.00092776 | 0.00002980 | 3.32% |
| Total tax | \$1,322 | \$1,365 | \$44 | 3.32% |
| Total Property Tax | \$2,153 | \$2,224 | \$71 | 3.32% |

Conclusions

The by-law being introduced to Council under this report has been prepared on the basis of distributing the County's tax levy among the various property classes that conforms with 2020 to 2022, in keeping with the Province's initiative to pause implementation of revised property assessment values during times of instability in property values and the economy.

Report No: CS 2023-12
CORPORATE SERVICES
Council Date: April 12, 2023

SIGNATURES

Departmental Approval:

Original signed by

Lynn S. Buchner, CPA, CGA
Director of Corporate Services

Approved for submission:

Original signed by

Benjamin R. Addley
Chief Administrative Officer

PENDING ITEMS

Copied for Council Meeting of April 12, 2023

| Council Meeting Date | Issue | Pending Action | Lead Dept. | Status |
|----------------------|--|--|----------------|--|
| 12-Feb-20 | "Resolved that Council adopt in principle CAO 2020-01 and that the plan be circulated to all Oxford Area Municipalities for input before adoption. | CAO 2020-01 - Leading Oxford County to "100% Housed" Future | Human Services | Under Review |
| 13-Oct-21 | Correspondence from Blandford-Blenheim re Medical Tiered Response | Paramedic Services to prepare a follow up report | PS | TBA |
| 26-Oct | CP 2022-397 - Potential Options for Increasing Residential Density | Resolved that Report No. CP 2022-397, titled "Potential Options for Increasing Residential Density", be adopted; And further, that staff arrange a workshop to be held February 8, 2023 for council to explore in more detail the options and opportunities to enhance density in all areas of the county. | CP | 4/12/2023 |
| 11-Jan | Whereas for the past decade, the local economy has enjoyed a period of stable growth with ultra low interest rates and inflation; And whereas the past few months has seen a significant change in the local economic environment with higher interest rates and inflation which could potentially lead to a more unstable local economic situation; And whereas Oxford County provides funding through their business plan and budget process to support Economic Development in Oxford County to several partners to promote healthy and sustainable economic development; And whereas the uncertainty of the current local economic climate may require some new initiatives and adjustment as to how Oxford County and our partners address Economic Development in the future; | Therefore be it resolved that as a condition of providing grants for SCOR, Oxford Connections, The Small Business Development Centre and Community Futures Oxford as outlined in the 2023 Business Plan and Budget, that the following groups be asked to create a committee to collaborate on an overall economic development strategy to help guide our economic initiatives; And further, that the committee be comprised of one representative from each of, the City of Woodstock Economic Development Department, the Town of Tillsonburg Economic Development Department, the Town of Ingersoll Economic Development Department, the Rural Oxford Economic Development group, SCOR, The Small Business Centre, Community Futures Oxford, and to include the Oxford County Warden and Councillors Schaefer and Wheaton; And further, this committee is asked to bring forward a report to County Council to provide both a vision or strategy for a sustainable and robust local economy and how all partners can work collaboratively for all areas of Oxford County. This report will be due no later than June 28, 2023. | CS | 6/28/2023 In progress, first meeting held March 10/23 with additional meetings planned for April and May 2023 |
| 8-Mar | Whereas the 24/7 wrap around care model delivered by Operation Sharing in Woodstock has improved services in the emergency shelter model, and; Whereas Oxford County's participation has been valuable in the expansion of Operation Sharing to a 24/7 model, and; Whereas the business model of Operation Sharing has expanded requiring the relationship between Oxford County and Operation Sharing be further defined for stabilization of service delivery; | Therefore be it resolved that staff return a report outlining: - A Memorandum of Understanding (MOU) between Oxford County and Operation Sharing defining service delivery roles - The defined operational and capital funding relationships of both parties - The progress and efforts that have been made in exploring a potential permanent location for these services, with support from the City of Woodstock and other applicable community organizations - A possible agreement template for similar uses throughout the County, with other similar community groups And that County staff commit to continuing efforts to assist in exploring a potential permanent location for these services, in partnership with the City of Woodstock and other applicable community organizations, to ensure continued service delivery. And further, that County staff and Operation Sharing, in developing the MOU, consider a time frame of a minimum of 5 to 10 years for the duration of the MOU; And further that this MOU be presented to Oxford County Council no later than September 13, 2023. | HS | 13-Sep |

COUNTY OF OXFORD**BY-LAW NO. 6527-2023**

BEING a By-Law to Establish Tax Ratios and Levy Tax Rates for Upper-Tier Purposes for the Year 2023.

WHEREAS the Council of the County of Oxford has by By-Law No. 6502-2023 prepared and adopted estimates of all sums required during the year for the purposes of the Municipality pursuant to Section 289 of the *Municipal Act, 2001, S.O.2001 c.25*, as amended;

AND WHEREAS the apportionment of the County's levy shall be based on the 2023 budget for the County as set out in By-Law No. 6502-2023;

AND WHEREAS it is necessary to apportion the General Levy in the amount of \$70,759,302 required for County purposes among the lower-tier municipalities;

AND WHEREAS it is necessary to apportion the Library Levy in the amount of \$4,288,199 for County purposes among certain of the lower-tier municipalities;

AND WHEREAS it is necessary to apportion the Woodstock Police Services Court Security and Prisoner Transportation Grant Levy in the amount of \$10,276 for County purposes among certain of the lower-tier municipalities;

AND WHEREAS the County of Oxford is required to establish tax ratios pursuant to Section 308 of the *Municipal Act, 2001, S.O.2001 c.25*, as amended;

AND WHEREAS the tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS Section 7 of the *Assessment Act* and Part II of O.Reg. 282/98 (the "Prescribed Property Classes") provides for the establishment of tax ratios on the property classes prescribed pursuant to the 2023 taxation year;

AND WHEREAS the County of Oxford is required by Section 313 of the *Municipal Act, 2001, S.O.2001 c.25*, as amended to provide for tax rate reductions for prescribed property subclasses for the Municipality and its lower-tier municipalities;

AND WHEREAS the property subclasses subject to tax rate reductions are those prescribed under s.8(1) of the *Assessment Act, R.S.O. 1990, c.A.31*, as amended;

AND WHEREAS the Minister of Finance has prescribed the percentage reductions the subclasses for farm land awaiting development in Ontario Regulation 383/98, as amended;

AND WHEREAS that tax rate reductions reduce the tax rates that would otherwise be levied for municipal purposes;

AND WHEREAS the property classes have been prescribed pursuant to Section 7 of the *Assessment Act, R.S.O. 1990, c.A.31*, as amended;

AND WHEREAS Section 311 of the *Municipal Act, 2001, S.O.2001 c.25*, as amended, provides for the establishment of:

- i) the rates to be levied in each year;
- ii) the instalments in which the taxes to be raised shall be paid;
- iii) the rate of interest to be paid on the amount in default if a lower-tier municipality fails to make a payment or portion thereof;

AND WHEREAS all property assessment rolls on which the 2023 taxes are to be levied have been returned and revised pursuant to the provisions of the *Assessment Act, R.S.O. 1990, c.A.31*, as amended;

AND WHEREAS the sums required by taxation in the year 2023 for general County purposes are to be levied by the lower-tier municipalities as directed by the County's By-Law pursuant to s.311(2) of the *Municipal Act, 2001, S.O.2001 c.25*, as amended by Ontario regulation 99/05;

AND WHEREAS the sums required by taxation in the year 2023 for County Library purposes are to be levied by certain lower-tier municipalities as directed by the County's By-Law pursuant to s.311(4) of the Act, as amended by Ontario regulation 99/05;

AND WHEREAS the sums required by taxation in the year 2023 for Woodstock Police Services Court Security and Prisoner Transportation Grant purposes are to be levied by certain lower-tier municipalities as directed by the County's By-Law pursuant to s.311(4) of the Act, as amended by Ontario regulation 99/05;

AND WHEREAS the tax rates on the Prescribed Property Classes and Prescribed Property Subclasses have been calculated in accordance with the provisions of the *Municipal Act, 2001, S.O.2001 c.25*, as amended, and the manner set out herein.

NOW THEREFORE the Council of the County of Oxford hereby enacts as follows:

1. That for the taxation year 2023, the tax ratio for property in:
 - a) residential/farm property class is 1.0000;
 - b) multi-residential property class is 2.0000;
 - c) new multi-residential property class 1.0000;
 - d) farmlands property class is 0.2177;
 - e) managed forest property class is 0.2500;
 - f) commercial property class is 1.9018;
 - g) landfill property class is 1.9018;
 - h) industrial property class is 2.6300;
 - i) large industrial property class is 2.6300;
 - j) pipelines property class is 1.2593;

2. For the year 2023, in the County, the lower-tier municipalities shall levy upon the Prescribed Property Classes, the rates of taxation for current value assessment for general purposes set out in Schedule "A" attached hereto which forms part of this By-Law; and for library purposes set out in Schedule "B" attached hereto which forms part of this By-Law; and, and for Woodstock Police Services Court Security and Prisoner Transportation Grant purposes set out in Schedule "C" attached hereto which forms part of this By-Law.
3. The levy of \$70,759,302 for County General purposes shall be raised in each lower-tier municipality in accordance with the details set out in Schedule "A" attached hereto which forms part of this By-Law.
4. The levy of \$4,288,199 for County Library purposes shall be raised in each lower-tier municipality in accordance with the details set out in Schedule "B" attached hereto which forms part of this By-Law.
5. The levy of \$10,276 for County Woodstock Police Services Court Security and Prisoner Transportation Grant purposes shall be raised in each lower-tier municipality in accordance with the details set out in Schedule "C" attached hereto which forms part of this By-Law.
6. Pursuant to subsections 311(13) and (18) of the *Municipal Act, 2001, S.O.2001 c.25*, as amended, and subject to the adjustments provided for in s. 311(14) of the *Municipal Act, 2001, S.O.2001 c.25*, as amended, the amounts raised by each lower-tier municipality in accordance with Schedules "A", "B" and "C" shall be paid to the treasurer of the County in the instalments on Schedule "D".
7. Pursuant to s.311(18) of the *Municipal Act, 2001, S.O.2001 c.25*, as amended, in the event a lower-tier municipality fails to make any payment or portion thereof, as provided for in this By-Law, the defaulting lower-tier municipality shall pay interest on the amount past due at the rate of 15% per annum from the date payment is due until it is made.
8. This By-Law shall apply to the year 2023.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed in this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOE J. SENIOR, CLERK

COUNTY OF OXFORD
 BY-LAW NO. 6527-2023
 SCHEDULE "A"

2023 Tax Rates and Levy for General Purposes

| Property Class | RTC | RTQ | Tax Rate | Total | 3245 | 3238 | 3218 | 3202 | 3211 | 3204 | 3242 | 3227 |
|------------------------------------|-----|-----|------------|---------------------|------------------------|--------------------------|--------------------|--------------------|----------------------|--------------------|---------------------|--------------------|
| | | | | | Blandford- Blenheim | East Zorra- Tavistock | Ingersoll | Norwich | South-West Oxford | Tillsonburg | Woodstock | Zorra |
| Residential | R | T | 0.00389013 | \$46,079,159 | \$3,631,672 | \$3,596,497 | \$4,455,046 | \$4,639,581 | \$3,041,497 | \$6,550,149 | \$16,001,917 | \$4,162,800 |
| Multi-residential | M | T | 0.00778026 | 1,597,862 | 35,529 | 107,317 | 215,129 | 27,552 | 3,302 | 445,681 | 735,351 | 28,001 |
| Multi-residential New Construction | N | T | 0.00389013 | 199,318 | 0 | 0 | 0 | 0 | 0 | 24,788 | 174,530 | 0 |
| Commercial Small Scale on Farm | C | 7 | 0.00739825 | 827 | 123 | 0 | 0 | 370 | 161 | 0 | 173 | 0 |
| Commercial Small Scale on Farm | C | 0 | 0.00739825 | 370 | 0 | 0 | 0 | 370 | 0 | 0 | 0 | 0 |
| Commercial | C | T | 0.00739825 | 8,121,887 | 489,559 | 306,911 | 1,006,047 | 521,503 | 248,557 | 1,073,356 | 4,202,081 | 273,873 |
| Commercial Vacant Units | C | U | 0.00517877 | 80,274 | 3,053 | 2,019 | 8,038 | 2,944 | 1,348 | 4,404 | 55,480 | 2,988 |
| Commercial Vacant Land | C | X | 0.00517877 | 133,582 | 10,220 | 2,700 | 15,283 | 3,205 | 1,522 | 6,533 | 89,401 | 4,718 |
| Shopping Centres | S | T | 0.00739825 | 921,449 | 0 | 0 | 36,521 | 0 | 0 | 208,752 | 676,176 | 0 |
| Shopping Centres Vacant | S | U | 0.00517877 | 675 | 0 | 0 | 69 | 0 | 0 | 606 | 0 | 0 |
| Parking Lot | G | T | 0.00739825 | 20,147 | 0 | 1,717 | 123 | 1,494 | 303 | 2,575 | 13,935 | 0 |
| Office Building | D | T | 0.00739825 | 21,611 | 0 | 0 | 0 | 0 | 0 | 0 | 21,611 | 0 |
| Industrial New Small Scale on Farm | I | 7 | 0.01023104 | 469 | 0 | 0 | 0 | 469 | 0 | 0 | 0 | 0 |
| Industrial | I | T | 0.01023104 | 2,733,143 | 97,443 | 107,164 | 326,200 | 254,056 | 139,544 | 383,130 | 1,155,501 | 270,105 |
| Industrial Vacant Units | I | U | 0.00665018 | 38,055 | 0 | 966 | 3,630 | 5,043 | 854 | 2,755 | 17,034 | 7,773 |
| Industrial Vacant Land | I | X | 0.00665018 | 139,178 | 2,660 | 243 | 35,787 | 1,130 | 1,923 | 1,361 | 92,551 | 3,523 |
| Large Industrial | L | T | 0.01023104 | 3,786,444 | 25,169 | 68,333 | 1,021,490 | 0 | 79,925 | 212,501 | 2,303,595 | 75,431 |
| Large Industrial Vacant | L | U | 0.00665018 | 118,214 | 152 | 0 | 921 | 0 | 358 | 33 | 116,750 | 0 |
| Pipelines | P | T | 0.00489884 | 1,304,585 | 441,949 | 243,188 | 22,569 | 48,949 | 40,557 | 29,021 | 66,668 | 411,684 |
| Farmland | F | T | 0.00084688 | 5,448,904 | 720,911 | 973,163 | 9,195 | 1,092,631 | 1,043,748 | 5,723 | 27,665 | 1,575,868 |
| Managed Forests | T | T | 0.00097253 | 13,149 | 2,987 | 1,722 | 161 | 1,172 | 1,449 | 115 | 1,683 | 3,860 |
| | | | | \$70,759,302 | \$5,461,427 | \$5,411,940 | \$7,156,209 | \$6,600,469 | \$4,605,048 | \$8,951,483 | \$25,752,102 | \$6,820,624 |

COUNTY OF OXFORD
 BY-LAW NO. 6527-2023
 SCHEDULE "B"

2023 Tax Rates and Levy for Library Purposes

| Property Class | RTC | RTQ | Tax Rate | Total | Blandford- | East Zorra- | South-West | | | | | Zorra |
|------------------------------------|-----|-----|------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------|------------------|
| | | | | | Blenheim | Tavistock | Ingersoll | Norwich | Oxford | Tillsonburg | Woodstock | |
| Residential | R | T | 0.00037065 | \$2,865,685 | \$346,017 | \$342,663 | \$424,469 | \$442,047 | \$289,784 | \$624,087 | \$0 | \$396,618 |
| Multi-residential | M | T | 0.00074130 | 82,179 | 3,385 | 10,225 | 20,497 | 2,625 | 315 | 42,464 | 0 | 2,668 |
| Multi-residential New Construction | N | T | 0.00037065 | 2,362 | 0 | 0 | 0 | 0 | 0 | 2,362 | 0 | 0 |
| Commercial Small Scale on Farm | C | 7 | 0.00070490 | 62 | 12 | 0 | 0 | 35 | 15 | 0 | 0 | 0 |
| Commercial Small Scale on Farm | C | 0 | 0.00070490 | 35 | 0 | 0 | 0 | 35 | 0 | 0 | 0 | 0 |
| Commercial | C | T | 0.00070490 | 373,475 | 46,645 | 29,242 | 95,855 | 49,688 | 23,682 | 102,269 | 0 | 26,094 |
| Commercial Vacant Units | C | U | 0.00049343 | 2,362 | 291 | 192 | 766 | 280 | 128 | 420 | 0 | 285 |
| Commercial Vacant Land | C | X | 0.00049343 | 4,209 | 974 | 257 | 1,456 | 305 | 145 | 622 | 0 | 450 |
| Shopping Centres | S | T | 0.00070490 | 23,370 | 0 | 0 | 3,480 | 0 | 0 | 19,890 | 0 | 0 |
| Shopping Centres Vacant | S | U | 0.00049343 | 65 | 0 | 0 | 7 | 0 | 0 | 58 | 0 | 0 |
| Parking Lot | G | T | 0.00070490 | 592 | 0 | 164 | 12 | 142 | 29 | 245 | 0 | 0 |
| Office Building | D | T | 0.00070490 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Industrial New Small Scale on Farm | I | 7 | 0.00097481 | 45 | 0 | 0 | 0 | 45 | 0 | 0 | 0 | 0 |
| Industrial | I | T | 0.00097481 | 150,316 | 9,284 | 10,211 | 31,080 | 24,206 | 13,296 | 36,504 | 0 | 25,735 |
| Industrial Vacant Units | I | U | 0.00063363 | 2,003 | 0 | 92 | 346 | 480 | 81 | 263 | 0 | 741 |
| Industrial Vacant Land | I | X | 0.00063363 | 4,443 | 253 | 23 | 3,410 | 108 | 183 | 130 | 0 | 336 |
| Large Industrial | L | T | 0.00097481 | 141,285 | 2,398 | 6,511 | 97,327 | 0 | 7,615 | 20,247 | 0 | 7,187 |
| Large Industrial Vacant | L | U | 0.00063363 | 140 | 15 | 0 | 88 | 0 | 34 | 3 | 0 | 0 |
| Pipelines | P | T | 0.00046676 | 117,948 | 42,109 | 23,171 | 2,150 | 4,664 | 3,864 | 2,765 | 0 | 39,225 |
| Farmland | F | T | 0.00008069 | 516,530 | 68,688 | 92,722 | 876 | 104,105 | 99,447 | 545 | 0 | 150,147 |
| Managed Forests | T | T | 0.00009266 | 1,093 | 285 | 164 | 15 | 112 | 138 | 11 | 0 | 368 |
| | | | | \$4,288,199 | \$520,356 | \$515,637 | \$681,834 | \$628,877 | \$438,756 | \$852,885 | \$0 | \$649,854 |

COUNTY OF OXFORD
 BY-LAW NO. 6527-2023
 SCHEDULE "C"

2023 Tax Rates and Levy for Woodstock Police Services Court Security and Prisoner Transportation Grant Purposes

| Property Class | RTC | RTQ | Tax Rate | Total | Blandford- | East Zorra- | Ingersoll | Norwich | South-West | | | Woodstock | Zorra |
|------------------------------------|-----|-----|------------|-----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------|----------------|-------|
| | | | | | Blenheim | Tavistock | | | Oxford | Tillsonburg | | | |
| Residential | R | T | 0.0000089 | \$6,887 | \$832 | \$824 | \$1,019 | \$1,062 | \$697 | \$1,500 | \$0 | \$953 | |
| Multi-residential | M | T | 0.00000178 | 197 | 8 | 25 | 49 | 6 | 1 | 102 | 0 | 6 | |
| Multi-residential New Construction | N | T | 0.00000089 | 6 | 0 | 0 | 0 | 0 | 0 | 6 | 0 | 0 | |
| Commercial Small Scale on Farm | C | 7 | 0.00000169 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Commercial Small Scale on Farm | C | 0 | 0.00000169 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Commercial | C | T | 0.00000169 | 896 | 112 | 70 | 230 | 119 | 57 | 245 | 0 | 63 | |
| Commercial Vacant Units | C | U | 0.00000118 | 6 | 1 | 0 | 2 | 1 | 0 | 1 | 0 | 1 | |
| Commercial Vacant Land | C | X | 0.00000118 | 9 | 2 | 1 | 3 | 1 | 0 | 1 | 0 | 1 | |
| Shopping Centres | S | T | 0.00000169 | 56 | 0 | 0 | 8 | 0 | 0 | 48 | 0 | 0 | |
| Shopping Centres Vacant | S | U | 0.00000118 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Parking Lot | G | T | 0.00000169 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | |
| Office Building | D | T | 0.00000169 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Industrial New Small Scale on Farm | I | 7 | 0.00000234 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Industrial | I | T | 0.00000234 | 362 | 22 | 25 | 75 | 58 | 32 | 88 | 0 | 62 | |
| Industrial Vacant Units | I | U | 0.00000152 | 5 | 0 | 0 | 1 | 1 | 0 | 1 | 0 | 2 | |
| Industrial Vacant Land | I | X | 0.00000152 | 10 | 1 | 0 | 8 | 0 | 0 | 0 | 0 | 1 | |
| Large Industrial | L | T | 0.00000234 | 340 | 6 | 16 | 234 | 0 | 18 | 49 | 0 | 17 | |
| Large Industrial Vacant | L | U | 0.00000152 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Pipelines | P | T | 0.00000112 | 283 | 101 | 56 | 5 | 11 | 9 | 7 | 0 | 94 | |
| Farmland | F | T | 0.00000019 | 1,216 | 162 | 218 | 2 | 245 | 234 | 1 | 0 | 354 | |
| Managed Forests | T | T | 0.00000022 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | |
| | | | | \$10,276 | \$1,248 | \$1,235 | \$1,636 | \$1,504 | \$1,048 | \$2,050 | \$0 | \$1,555 | |

COUNTY OF OXFORD
BY-LAW NO. 6527-2023
SCHEDULE "D"

2023 Tax Rates and Levy Instalment Dates

| | Total | Blandford - Blenheim | East Zorra- Tavistock | Ingersoll | Norwich | South-West Oxford | Tillsonburg | Woodstock | Zorra |
|--------------------|---------------------|---------------------------------|----------------------------------|--------------------|--------------------|------------------------------|--------------------|---------------------|--------------------|
| General | \$70,759,302 | \$5,461,427 | \$5,411,940 | \$7,156,209 | \$6,600,469 | \$4,605,048 | \$8,951,483 | \$25,752,102 | \$6,820,624 |
| Library | 4,288,199 | 520,356 | 515,637 | 681,834 | 628,877 | 438,756 | 852,885 | 0 | 649,854 |
| Grant ¹ | 10,276 | 1,248 | 1,235 | 1,636 | 1,504 | 1,048 | 2,050 | 0 | 1,555 |
| Total | 75,057,777 | 5,983,031 | 5,928,812 | 7,839,679 | 7,230,850 | 5,044,852 | 9,806,418 | 25,752,102 | 7,472,033 |
| Less Interim Levy | 35,332,558 | 2,857,002 | 2,748,131 | 3,747,395 | 3,392,178 | 2,396,815 | 4,510,298 | 12,112,753 | 3,567,986 |
| Balance | 39,725,219 | 3,126,029 | 3,180,681 | 4,092,284 | 3,838,672 | 2,648,037 | 5,296,120 | 13,639,349 | 3,904,047 |
| Due Dates: | | | | | | | | | |
| September 30, 2023 | 19,862,612 | 1,563,015 | 1,590,341 | 2,046,142 | 1,919,336 | 1,324,019 | 2,648,060 | 6,819,675 | 1,952,024 |
| December 15, 2023 | 19,862,609 | 1,563,014 | 1,590,341 | 2,046,142 | 1,919,336 | 1,324,018 | 2,648,060 | 6,819,675 | 1,952,023 |
| | \$39,725,221 | \$3,126,029 | \$3,180,682 | \$4,092,284 | \$3,838,672 | \$2,648,037 | \$5,296,120 | \$13,639,350 | \$3,904,047 |

Note 1 - Woodstock Police Services Court Security and Prisoner Transportation Grant

COUNTY OF OXFORD

BY-LAW NO. 6528-2023

BEING a By-Law to remove certain lands from Part Lot Control.

WHEREAS, HUNT HOMES INC., has applied to the County of Oxford to delete, by by-law, certain lands for FOUR (4) residential lots in a registered subdivision from Part Lot Control.

AND WHEREAS pursuant to Subsection 77(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended, the County of Oxford may pass a by-law under subsection 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended;

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Lots 1 & 2, Registered Plan 41M-373, being PARTS 1 & 2, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10469, and PARTS 1 & 2 deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10472, Township of East Zorra-Tavistock, County of Oxford, comprising a total of four (4) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- i. Part Lot 1, Registered Plan 41M-373, being PART 1, Plan 41R-10469 alone;
 - ii. Part Lot 1, Registered Plan 41M-373, being PART 2, Plan 41R-10469 alone;
 - iii. Part Lot 2, Registered Plan 41M-373, being PART 1, Plan 41R-10472 alone; and
 - iv. Part Lot 2, Registered Plan 41M-373, being PART 2, Plan 41R-10472 alone.
2. Pursuant to subsection 50 (7.3) of the Planning Act, R.S.O. 1990, c. P.13, as amended, this By-Law shall expire on **April 12, 2024**, unless it shall have prior to that date been repealed or extended by the Council of the County of Oxford.
 3. That this By-Law shall become effective on the date of third and final reading.
 4. That after the lots or any portion thereof have been conveyed to individual transferees this By-Law may be repealed by the Council of the County of Oxford.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN,

WARDEN

CHLOÉ J. SENIOR,

CLERK

COUNTY OF OXFORD
BY-LAW NO. 6529-2023

BEING a By-law to amend Schedule “A”, “B”, “C” of By-law 5725-2015, as amended, to provide for speed limits on County Roads.

WHEREAS, the Table to Section 11 and Section 52 (3) of the *Municipal Act, 2001, S.O. 2001, Chapter 25*, prescribes that specified highways are within the jurisdiction of the County of Oxford for all matters relating to those highways, including parking and traffic.

AND WHEREAS, the *Highway Traffic Act, R.S.O. 1990, Chapter H.8* authorizes a municipality to prescribe speed limits for motor vehicles driven on any highway or portion of a highway under its jurisdiction.

AND WHEREAS, Council passed By-law No. 5725-2015 containing Schedules “A”, “B”, “C” and “D” on August 12, 2015.

AND WHEREAS, Council passed amending By-laws No. 5764-2015, No. 5786-2016, No. 5817-2016, No. 5848-2016, No. 5859-2016 and its amending By-law No. 5881-2016, No. 5889-2016, No. 5934-2017, No. 6019-2018, No. 6086-2019, No. 6132-2019, No. 6177-2019, No. 6247-2020, No. 6280-2020, No. 6301-2021, No. 6339-2021, No. 6361-2021, No. 6373-2021, No. 6446-2022 and No. 6510-2023.

AND WHEREAS, Council has adopted Public Works Report No. PW 2023-17, on March 22, 2023.

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. That Schedule “C” of By-law No. 5725-2015, as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 3 – 496 metres South of the South limit of County Road 29, Drumbo to 696 metres South of the South limit of County Road 29.”

2. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 3 – 660 metres North of the North limit of County Road 29, Drumbo to 860 metres North of the North limit of County Road 29, Drumbo.”

3. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 29 – 176 metres West of the West limit of Harmer Crescent, Drumbo to 376 metres West of the West limit of Harmer Crescent, Drumbo.”

4. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 29 – 170 metres East of the East limit of Duke St., Drumbo to 420 metres East of the East limit of Duke St., Drumbo.”

5. That Schedule “B” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 3 – North limit of County Road 29, Drumbo to 660 metres North of the North limit of County Road 29, Drumbo.”

6. That Schedule “B” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by amending the following wording to read:

“County Road 3 – 496 metres South of the South limit of County Road 29, Drumbo to 565 metres North of the North limit of County Road 29, Drumbo.”

7. That Schedule “A” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by amending the following wording to read:

“County Road 3 – South limit of County Road 29, Drumbo for specific times, being from 8:15am to 9:15am, 10:45am to 12:15pm and 2:45pm to 3:30pm, Monday to Friday when school is in session.”

8. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 8 – 30 metres East of the East limit of Hofstetter Road, Plattsville to 150 metres East of the East limit of Walter Street, Plattsville.”

9. That Schedule “B” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by amending the following wording to read:

“County Road 8 – 10 metres South of the South limit of Isabella St. West, Plattsville to 330 metres East of the East limit of Walter St., Plattsville.”

10. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 8 – 535 metres West of the West limit of County Road 22 to 328 metres West of the West limit of County Road 22.”

11. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by removing the following wording:

“County Road 8 – 620 metres East of the East limit of County Road 22 to 290 metres East of the East limit of County Road 22.”

12. That Schedule “B” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by amending the following wording to read:

“County Road 8 – 605 metres West of the West limit of County Road 22, Bright to 620 metres East of the East limit of County Road 22, Bright.”

13. That Schedule “B” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by amending the following wording to read:

“County Road 22 – 710 metres South of the South limit of County Road 8, Bright to 190 metres North of the North limit of County Road 8, Bright.”

14. That Schedule “C” of By-law No. 5725-2015 as amended by by-law 6510-2023, is hereby amended by amending the following wording to read:

“County Road 28 – 15 metres West of the West limit of 31st Line to 130 metres East of the East limit of the 33rd Line.”

15. That Schedules “A”, “B”, “C” and “D” to By-law No. 5725-2015 with amendments consolidated to date are attached hereto and form part of this By-law.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN,

WARDEN

CHLOÉ J. SENIOR,

CLERK

SCHEDULE "A"
 FORMING PART OF BY-LAW NO. 5725-2015
 AS AMENDED BY BY-LAW 6529-2023
 CONSOLIDATED AS OF APRIL 12, 2023
 MAXIMUM RATE OF SPEED
 40 KILOMETRES PER HOUR

| Highway ----- | From the point described as ----- | To the point described as ----- |
|------------------|--|--|
| County Road 3 | South limit of County Road 29, Drumbo For specific times, being from 8:15am to 9:15am, 10:45am to 12:15pm and 2:45pm to 3:30pm, Monday to Friday when school is in session. | 260 metres South of South limit of County Road 29, Drumbo |
| County Road 8 | 20 metres West of the West limit of William St. Plattsville For specific times, being from 8:15am to 9:00am and 2:45pm to 3:30pm, Monday to Friday when school is in session. | 20 metres East of East limit of River Road Plattsville |
| County Road 8 | 30 metres West of the West limit of John St. Hickson For specific times, being from 8:00am to 9:00am, and 3:00pm to 4:00pm Monday to Friday when school is in session. | 100 metres West of West limit of 13th Line Hickson |
| County Road 15 | 30 metres West of the West limit of Sales Drive, Woodstock | 90 metres East of the East limit of Robinson St. Woodstock |
| County Road 18 | 20 metres East of the East limits of George St., Norwich For specific times, being 8:15am to 8:45am, 11:30am to 12:30pm, 3:00pm to 3:30pm. | 310 metres East of the East limits of George St., Norwich |
| County Road 35 | Springbank Avenue, Woodstock | Cree Avenue, Woodstock |
| County Road 53 | 10 metres North of the North limit of Brock St., Tillsonburg | South limit of Concession Street, Tillsonburg |

SCHEDULE "A"
 FORMING PART OF BY-LAW NO. 5725-2015
 AS AMENDED BY BY-LAW 6529-2023
 CONSOLIDATED AS OF APRIL 12, 2023
 MAXIMUM RATE OF SPEED
 40 KILOMETRES PER HOUR

| Highway ----- | From the point described as ----- | To the point described as ----- |
|------------------|--|---|
| County Road 59 | 15 metres South of the South limit of South St. Norwich For specific times, being from 8:15am to 9:00am, 11:00am to 11:50am, 1:50pm to 2:30pm, and 3:15pm to 4:00pm Monday to Friday when school is in session. | 33 metres North of the North limit of Robson St. Norwich |
| County Road 119 | 30 metres South of the South limit of County Road 16, Kintore For specific times, being from 8:15am to 9:15am and 3:00pm to 4:00pm Monday to Friday when school is in session. | 225 metres South of the South limit of County Road 16, Kintore |

SCHEDULE "B"
FORMING PART OF BY-LAW 5725-2015
AS AMENDED BY BY-LAW 6529-2023
CONSOLIDATED AS OF APRIL 12, 2023
MAXIMUM RATE OF SPEED
50 KILOMETRES PER HOUR

| Highway ----- | From the point described as ----- | To the point described as ----- |
|------------------|--|---|
| County Road 2 | 193 metres West of Stanley Street, Thamesford | 403 metres East of the 21st Line Zorra Thamesford |
| County Road 2 | 310 metres West of the West limit of Ingersoll Road, Woodstock | West limit of Mill Street, Woodstock |
| County Road 2 | 631 metres West of Oxford County Road 3, Princeton | 268 metres East of Oxford County Road 3, Princeton |
| County Road 3 | North limit of County Road 2, Princeton | 90 metres North of the North limit of Roper St., Princeton. |
| County Road 3 | 496 metres South of the South limit of County Road 29, Drumbo | 565 metres North of the North limit of County Road 29, Drumbo |
| County Road 4 | 19 metres South of George St., Innerkip | the West end of County Road 29 |
| County Road 6 | North limit of County Road 12, Foldens | 570 metres North of the North limit of County Road 12, Foldens |
| County Road 6 | 180 metres South of the South limit of John St., Embro | 10 metres South of the South limit of Halliday St., Embro |
| County Road 7 | South limit of Bell St., Ingersoll | 220 metres North of the North Townline Road, Ingersoll |
| County Road 8 | 180 metres West of the West limit of County Road 59, Hickson | 30 metres East of the East limit of 13th Line, Hickson |
| County Road 8 | 605 metres West of the West limit of County Road 22, Bright | 620 metres East of the East limit of County Road 22, Bright |
| County Road 8 | 10 metres South of the South limit of Isabella St. West, Plattsville | 330 metres East of the East Limit of Hofstetter Road, Plattsville |
| County Road 8 | 230 metres West of the West limit of County Road 3, Washington | 350 metres East of the East limit of County Road 3, Washington |
| County Road 9 | 700 metres West of the West limit of Ingersoll St., Ingersoll | East limit of County Road 10 Ingersoll St., Ingersoll |
| County Road 9 | West limit of Harris St., Ingersoll | 450 metres East of the East limit of Taylor St., Ingersoll |

SCHEDULE "B"
FORMING PART OF BY-LAW 5725-2015
AS AMENDED BY BY-LAW 6529-2023
CONSOLIDATED AS OF APRIL 12, 2023
MAXIMUM RATE OF SPEED
50 KILOMETRES PER HOUR

| | | |
|----------------|---|---|
| County Road 9 | 280 metres West of the West limit of Vine Street, Beachville | 100 metres East of the East limit of East Hill Road, Beachville |
| County Road 9 | South limit of Park Row, Woodstock | South limit of Dundas St., Woodstock |
| County Road 10 | 1130 metres South of the South limit of County Road 20, Brownsville | 340 metres North of the North limit of County Road 20, Brownsville |
| County Road 10 | West limit of Culloden Road, Ingersoll | South limit of County Road 119 Bell St., Ingersoll |
| County Road 11 | Northerly limits of Queen St., Beachville | 390 metres North of Queen St., Beachville |
| County Road 12 | 770 metres South of the South limit of Bowerhill Road, Woodstock | South limit of Dundas Street, Woodstock |
| County Road 13 | 600 metres South of the South limit of County Road 19, Springford | 360 metres North of the North limit of County Road 19, Springford |
| County Road 15 | 90 metres East of the East limit of Robinson Street, Woodstock | 80 metres East of the East limit of Springbank Avenue, Woodstock. |
| County Road 18 | 220 metres West of the West limit of Spring Street, Norwich | 370 metres East of the East limit of Phebe Street, Norwich |
| County Road 18 | East limit of Highway 19, Mt. Elgin | 430 metres East of the East limit of Highway 19, Mt. Elgin |
| County Road 19 | 25 metres West of the West limit of James Street, Otterville | 160 metres East of the East limit of York Street, Otterville |
| County Road 19 | 450 metres West of the West limit of County Road 13, Springford | 1030 metres East of the East limit of County Road 13, Springford |
| County Road 20 | 180 metres West of the West limit of County Road 10, Brownsville | 320 metres East of the East limit of County Road 10, Brownsville |
| County Road 20 | West limit of the Town of Tillsonburg | East limit of the Town of Tillsonburg |
| County Road 22 | 710 metres South of the South limit of County Road 8, Bright | 190 metres North of the North limit of County Road 8, Bright |
| County Road 22 | 490 metres North of North limit of County Road 29 | 175 metres South of North limit of Blandford-Blenheim Township Road 8 |
| County Road 24 | 530 metres West of the West limit of Centennial St., Tavistock | 200 metres East of the East limit of Victoria St., Tavistock |
| County Road 29 | East end of County Road 4, Innerkip | 50 metres West of the centre of the Thames River |

SCHEDULE "B"
 FORMING PART OF BY-LAW 5725-2015
 AS AMENDED BY BY-LAW 6529-2023
 CONSOLIDATED AS OF APRIL 12, 2023
 MAXIMUM RATE OF SPEED
 50 KILOMETRES PER HOUR

| | | |
|-----------------|---|--|
| County Road 29 | 370 metres West of the West limit of Morrow St., Drumbo | 170 metres East of the East limit of Duke St., Drumbo |
| County Road 33 | 580 metres West of the West limit of County Road 4, Innerkip | West limit of County Road 4, Innerkip |
| County Road 35 | East limit of Vansittart Avenue, Woodstock | Springbank Avenue, Woodstock |
| County Road 35 | East limit of Cree Avenue, Woodstock | 50 metres East of the East limit of Woodall Way, Woodstock |
| County Road 37 | North limit of Simcoe Street, Tillsonburg | East limit of the Road in lot 28, Con. 12, Township of Norwich |
| County Road 51 | 500 metres West of the West limit of Borden Cres., Tillsonburg | North limit of Oxford St., Tillsonburg |
| County Road 51 | West limit of New Vienna Road, Tillsonburg | 200 metres East of the East limit of Goshen St., Tillsonburg |
| County Road 53 | North limit of Oxford St., Tillsonburg | 10 metres North of the North limit of Brock St., Tillsonburg |
| County Road 53 | South limit of Concession Street, Tillsonburg | South limit of North Street, Tillsonburg |
| County Road 54 | North limits of Dundas Street, Woodstock | South limit of Devonshire Avenue, Woodstock |
| County Road 59 | 50 metres South of Robson Street, Norwich | 310 metres North of the North limit of North Street, Norwich |
| County Road 59 | 334 metres East of Burgess Street, Burgessville | 158 metres West of Deer Street, Burgessville |
| County Road 59 | 149 metres South of Tecumseh Street, Woodstock | South limit of Oxford Road 35, Woodstock |
| County Road 59 | 11 metres South of Dietrich Road, Tavistock | 119 metres South of Bauer Street, Tavistock |
| County Road 59 | North limit of Dundas Street, Woodstock | 60 metres South of Pattullo Avenue, Woodstock |
| County Road 119 | 125 metres South of County Road 2, Thamesford | South limits of County Road 2, Thamesford |
| County Road 119 | Thames Street, Ingersoll | 268 metres North of Ingersoll Rd. |
| County Road 119 | 250 metres North of the North limits of Chamberlain Avenue, Ingersoll | North limit of County Road 9, Ingersoll |

SCHEDULE "C"
FORMING PART OF BY-LAW 5725-2015
AS AMENDED BY BY-LAW 6529-2023
CONSOLIDATED AS OF APRIL 12, 2023
MAXIMUM RATE OF SPEED
60 KILOMETRES PER HOUR

| Highway ----- | From the point described as ----- | To the point described as ----- |
|------------------|---|---|
| County Road 2 | 350 metres West of County Road 6 | 350 metres East of County Road 6 |
| County Road 2 | West limit of the 10th Line Road, East Zorra-Tavistock | 215 metres West of Bexley Street, Woodstock |
| County Road 2 | 120 metres West of the 15th Line | 193 metres West of Stanley Street, Thamesford |
| County Road 2 | West limit of County Road 4, Woodstock | 900 metres East of the East limit of County Road 2, Woodstock |
| County Road 2 | 631 metres West of the West limit of County Road 3, Princeton | 1131 metres West of the West limit of County Road 3, Princeton |
| County Road 2 | 268 metres East of the East limit of County Road 3, Princeton | 668 metres East of the East limit of County Road 3, Princeton |
| County Road 3 | South limit of County Road 8 | 280 metres South of the South limit of County Road 8 |
| County Road 4 | 190 metres South of George Street, Innerkip | 19 metres South of George Street, Innerkip |
| County Road 4 | 300 metres North of the North limits of County Road 35, Woodstock | 650 metres South of the South limit of County Road 2, Woodstock |
| County Road 6 | 260 metres South of the South limit of Road between lots 25 and 26, Brooksdale | 390 metres North of the North limit of Road between lots 25 and 26, Brooksdale |
| County Road 6 | 1000 metres North of the North limits of County Road 8 For specific times, being from 8:00am to 9:30am, 3:00pm to 4:30pm, Monday to Friday when school is in session. | 1600 metres North of the North limits of County Road 8 |
| County Road 6 | 350 metres North of County Road 2 | 350 metres South of County Road 2 |
| County Road 8 | 80 metres North of the North limit of Elizabeth St., Plattsville | 10 metres South of the South limit of Isabella St., Plattsville |
| County Road 8 | 230 metres West of the West limit of County Road 3, Washington | 480 metres West of the West limit of County Road 3, Washington |

SCHEDULE "C"
 FORMING PART OF BY-LAW 5725-2015
 AS AMENDED BY BY-LAW 6529-2023
 CONSOLIDATED AS OF APRIL 12, 2023
 MAXIMUM RATE OF SPEED
 60 KILOMETRES PER HOUR

| | | |
|----------------|---|--|
| County Road 8 | 350 metres East of the East limit of County Road 3, Washington | 600 metres East of the East limit of County Road 3, Washington |
| County Road 9 | 520 metres South of the South limit of Park Row, Woodstock | South limit of Park Row, Woodstock |
| County Road 9 | Western boundary of Ingersoll and South-West Oxford | 395 metres West of the 25th Line of South-West Oxford Township |
| County Road 10 | 530 metres South of the South limit of the Road between Con. 8 & 9, Culloden | 200 metres North of the North limit of the Road between Con. 8 & 9, Culloden |
| County Road 10 | 1140 metres South of the South limit of the Road between Con. 4 & 5, Verschoyle | 200 metres North of the North limit of the Road between Con. 4 & 5, Verschoyle |
| County Road 10 | 250 metres North of the North limit of the road between Con. 1 & 2, West Oxford | South limit of the Northern ramp terminal at Hwy 401 |
| County Road 12 | 160 metres West of the West limit of County Road 6, Foldens | 260 metres East of the East limit of County Road 6, Foldens |
| County Road 12 | 480 metres West of the West limit of Dodge Line, Sweaburg | 230 metres East of the East limit of Dodge Line, Sweaburg |
| County Road 12 | 240 metres North of the North limit of Con. 3 & 4, East Oxford | 770 metres South of the South limit of Bowerhill Road, Woodstock |
| County Road 15 | 80 metres East of the East limit of Springbank Avenue, Woodstock | East limit of Beard's Lane, Woodstock |
| County Road 16 | 500 metres West of the West limit of County Road 119, Kintore | 883 metres East of the East limit of County Road 119, Kintore |
| County Road 17 | 670 metres West of the West limit of County Road 30, East Zorra Tavistock | 1,300 metres East of the East limit of 13th Line, East Zorra Tavistock |
| County Road 18 | 430 metres East of the East limit of Highway 19, Mt. Elgin | 680 metres East of the East limit of Highway 19, Mt. Elgin |
| County Road 19 | West limit of Highway 19, Ostrander | 570 metres East of the West limit of Highway 19, Ostrander |
| County Road 20 | 890 metres West of the West limit of Dereham Line, Delmer | 430 metres East of the East limit of Dereham Line, Delmer |

SCHEDULE "C"
FORMING PART OF BY-LAW 5725-2015
AS AMENDED BY BY-LAW 6529-2023
CONSOLIDATED AS OF APRIL 12, 2023
MAXIMUM RATE OF SPEED
60 KILOMETRES PER HOUR

| | | |
|----------------|--|---|
| County Road 20 | North limit of Brownsville Road East of Dereham Line, Delmer | South limit of Brownsville Road West of Dereham Line |
| County Road 22 | North limit of County Road 29 | 490 metres North of North limit of County Road 29 |
| County Road 22 | 175 metres South of North limit of Blandford Blenheim Twp Rd 8 | 175 metres North of North limit of Twp. Rd 8 |
| County Road 27 | 240 metres West of the West limit of the Road between lots 14 & 15, Dereham Centre | 130 metres East of the East limit of the Road between lots 14 & 15, Dereham Centre |
| County Road 27 | East limit of County Road 27 | 370 metres West of East limit of County Road 27 |
| County Road 28 | 15 metres West of the West limit of 31st Line | 130 metres East of the East limit of the 33rd Line |
| County Road 28 | 235 metres East of the East limit of County Road 119, Uniondale | East limit of County Road 119, Uniondale |
| County Road 30 | North of the North limit of County Road 2 | 1730 metres North of the North limit of County Road 2 |
| County Road 33 | 160 metres West of the West limit of the road between con. 8 & 9 | 160 metres East of the East limit of the road between con. 8 & 9 |
| County Road 33 | 500 metres west of the west limit of County Road 59 | 500 metres east of the east limit of County Road 59 |
| County Road 35 | 50 metres East of East limit of Woodall Way, Woodstock | West limit of County Road 4, Woodstock |
| County Road 37 | East limit of Sand Road, in lot 28, Con. 12, Norwich Township | 1970 metres East of the East limit of Sand Road,in lot 28, Con. 12, Norwich Township |
| County Road 40 | 350 metres East of County Road 59 | East limit of County Road 59, Curries |
| County Road 46 | East limit of Highway 19, Salford | 380 metres East of the East limit of Highway 19, Salford |
| County Road 51 | North limit of Highway 3, Tillsonburg | 500 metres West of the West limit of Borden Cres., Tillsonburg |
| County Road 51 | 200 metres East of the East limit of Goshen St., Tillsonburg | Boundary between the County of Oxford and the Regional Municipality of Haldimand-Norfolk |

SCHEDULE "C"
 FORMING PART OF BY-LAW 5725-2015
 AS AMENDED BY BY-LAW 6529-2023
 CONSOLIDATED AS OF APRIL 12, 2023
 MAXIMUM RATE OF SPEED
 60 KILOMETRES PER HOUR

| | | |
|-----------------|--|--|
| County Road 55 | West limit of County Road 22, Muir | 550 metres West of the West limit of County Road 22, Muir |
| County Road 59 | 200 metres North of County Road 8, Hickson | 320 metres South of County Road 8, Hickson |
| County Road 59 | 500 metres north of the north limit of County Road 33 | 500 metres south of the south limit of County Road 33 |
| County Road 59 | 1408 metres South of the South limits of County Road 33 For specific times, being From 8:15am to 9:15am, And 3:00pm to 4:00pm, Monday to Friday when school is in session. | 1202 metres North of the North limits of County Road 17 |
| County Road 59 | 149 metres South of Tecumseh Street, Woodstock | 400 metres North of the Northerly limit of the road allowance for County Road 17 |
| County Road 59 | 60 metres South of Pattullo Avenue, Woodstock | Southerly limit of the road allowance for the Old Stage Road, Woodstock |
| County Road 59 | 50 metres South of Robson Street, Norwich | 50 metres South of Airport Road, Norwich |
| County Road 59 | 862 metres South of Braemar Road | 1200 metres North of County Road 33 |
| County Road 119 | 303 metres North of County Road 16, Kintore | 400 metres South of County Road 16, Kintore |
| County Road 119 | 113 metres South of North Town Line, Ingersoll | 268 metres North of Ingersoll Street North, Ingersoll |
| County Road 119 | North property line of the King's Highway 401 | 250m North of the North limits of Chamberlain Avenue, Ingersoll |
| County Road 119 | 400 metres North of the North limit of County Road 28, Uniondale | 150 metres South of the South limit of County Road 28, Uniondale |
| County Road 119 | 150 metres South of the South limit of Bates Lane, Thamesford | 640 metres North of the North limit of County Road 2, Thamesford |

SCHEDULE "D"
 FORMING PART OF BY-LAW NO. 5725-2015
 CONSOLIDATED AS OF APRIL 12, 2023
 MAXIMUM RATE OF SPEED
 70 KILOMETRES PER HOUR

| Highway ----- | From the point described as ----- | To the point described as ----- |
|------------------|---|---|
| County Road 7 | 30 metres North of the North limit of Newton Street, Ingersoll | 590 metres North of the North limit of Newton Street, Ingersoll |
| County Road 15 | East limit of Beards Lane, Woodstock | East limit of the City of Woodstock |
| County Road 119 | 150 metres South of the South limit of Bates Lane, Thamesford | 560 metres North of the North limit of Bates Lane, Thamesford |

THE COUNTY OF OXFORD

BY-LAW NO. **6530-2023**

BEING a By-Law to adopt Amendment Number 292 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 292 to the County of Oxford Official Plan has been recommended by resolution of the Council of the City of Woodstock and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 292 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 292

TO THE COUNTY OF OXFORD OFFICIAL PLAN

The following text and schedules attached hereto, constitute Amendment Number 292 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The purpose of this amendment is to redesignate certain lands within the City of Woodstock from 'Agricultural Reserve' and 'Future Urban Growth' to 'Large Urban Centre' to recognize the lands as being part of the Woodstock settlement boundary and further, to designate lands for 'Low Density', 'Medium Density' and 'High Density' residential use. Portions of the lands will also be designated 'Open Space' and 'Environmental Protection'.

2.0 LOCATION OF LANDS AFFECTED

This amendment applies to lands described as Lot 14 and Lot 30, Registrar's Compiled Plan 1621 in the City of Woodstock. The lands are located west of Mill Street in Woodstock and extend from Karn Road north to Beachville Road.

3.0 BASIS FOR THE AMENDMENT

The subject amendment has been initiated to incorporate the subject lands into the Large Urban Settlement area of Woodstock and to designate the lands to Low, Medium and High Density Residential, Open Space and Environmental Protection. The subject lands comprise approximately 70 ha (175 ac). The application is proposing to designate approximately 17 ha (42 ac) to Low Density Residential, 5.35 ha (13 ac) for Medium Density Residential and 4.65 ha (11.5 ac) for medium and high density residential use. The development of the subject lands will result in approximately 1000 residential units.

The designation of the subject lands for primarily residential purposes maintains the County's strategic goal of ensuring orderly development and providing for an adequate supply of residential lands sufficient to accommodate the anticipated demand for a broad range of new dwelling types over the 25 year planning horizon.

This amendment also protects significant natural features by designating over 21 ha (52 ac) of the subject lands as 'Environmental Protection'. Those areas that will be utilized for active and passive recreational use and stormwater management facilities will be designated 'Open Space'.

The redesignation of the subject lands for residential purposes is acceptable with respect to the County's agricultural goals. The subject lands represent a logical extension of the Woodstock settlement area and are considered to be appropriate for future urban development.

Council is of the opinion that the Planning Justification Report and Secondary Plan along with the Oxford County Phase I Comprehensive Review satisfy the 'comprehensive review' requirements of the PPS and the Official Plan as it pertains to the expansion of settlement boundaries.

Council is also satisfied that the proposed amendment to the Official Plan to accommodate the residential development of the subject lands generally complies with the relevant policies of the County Official Plan as it pertains to settlement expansions as well as the designation of additional residential lands within the City of Woodstock.

The said lands will be subject to policies similar to those that have been employed in other newly developing areas of Woodstock which recognize and encourage the use of alternative development standards for both road construction (i.e. reduced road allowances, limited use of cul-de-sacs) and lotting (reduced front yards, specialized lot types and sizes) to support the efficient use of municipal services in a designated settlement area.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule “C-3” – County of Oxford Settlement Strategy Plan, is hereby amended by changing to “Large Urban Centre” the land use designation of those lands identified as “ITEM 1” and “ITEM 2” on Schedule “A” attached hereto.
- 4.2 That Schedule “W-1” – City of Woodstock Land Use Plan, is hereby amended by changing to “Environmental Protection” the land use designation of those lands identified as “ITEM 1” and “ITEM 2” on Schedule “A” attached hereto.
- 4.3 That Schedule “W-1” – City of Woodstock Land Use Plan, is hereby amended by changing to “Residential” the land use designation of those lands identified as “ITEM 3”, “ITEM 4” and “ITEM 5” on Schedule “A” attached hereto.
- 4.4 That Schedule “W-1” – City of Woodstock Land Use Plan, is hereby amended by changing to “Open Space” the land use designation of those lands identified as “ITEM 6”, “ITEM 7” and “ITEM 8” on Schedule “A” attached hereto.
- 4.5 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 1” and “ITEM 8” on Schedule “A” attached hereto as “Low Density Residential”.
- 4.6 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.7 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 3” on Schedule “A” attached hereto as “High Density Residential”.
- 4.8 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 4” on Schedule “A” attached hereto as “Environmental Protection”.
- 4.9 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 5” and “ITEM 6” on Schedule “A” attached hereto as “Open Space”.
- 4.10 That Schedule “W-3” – City of Woodstock Residential Density Plan, is hereby amended by adding the ‘Neighbourhood Park’ symbol to those lands identified as “ITEM 5”, “ITEM 6” and “ITEM 7” on Schedule “A” attached hereto.

- 4.11 That Schedule “W-4” – City of Woodstock Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Environmental Protection” and removing those lands identified as “ITEM 4” on Schedule “A” from the “Environmental Protection” designation.
- 4.12 That Schedule “W-4” – City of Woodstock Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Open Space” and adding the ‘Neighbourhood Park’ symbol (“ITEM 3”) to those lands identified as “ITEM 2”.
- 4.13 That Schedule “W-5” – City of Woodstock Transportation Network Plan, is hereby amended by including the area identified as “ITEM 1” on Schedule “A” attached hereto, as a ‘Minor Collector Road’, removing the area identified as “ITEM 2” on Schedule “A” as ‘Planned Minor Collector Road’ from the schedule, and including the area identified as “ITEM 3” on Schedule “A” as a ‘Collector Road’.
- 4.14 Section 7.2.4 – *Low Density Residential Districts*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 7.2.4.4 – ‘Specific Development Policies’:

7.2.4.4.12 Karn Road Planning Area

Lands which are designated Low Density Residential within the area between Karn Road and Beachville Road on the west side of the City of Woodstock shall be subject to the following policies:

Within the Karn Road Planning Area, alternative development standards including reduced road widths and the use of rear lanes in condominium developments will be considered. The development of the area will minimize the use of cul-de-sacs in favour of a modified grid pattern for local streets. To create distinct a distinctive neighbourhood within the wider community, distinctive features such as landscaped boulevards and entrance features within road allowances may be considered.

A mix of lot sizes and housing forms will be encouraged throughout the Karn Road Area. Alternative approaches such as specialized lotting configurations and ‘flexible’ zoning provisions will also be considered in order to encourage a variety of housing opportunities and street-oriented built form.

Low Density Residential lands within the Karn Road Area shall be developed with a minimum net residential density of approximately 25 units/ha (10 units/ac).

- 4.15 Section 7.2.5 – *Medium Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 7.2.5.2 – ‘Specific Development Policies’:

7.2.5.2.5 Karn Road Planning Area

Lands which are designated Medium Density Residential within the area between Karn Road and Beachville Road on the west side of the City of Woodstock shall be subject to the following policies:

Within the Karn Road Planning Area, alternative development standards including reduced road widths and the use of rear lanes in condominium developments will be considered. The development of the area will minimize the use of cul-de-sacs in favour of a modified grid pattern for local streets. To create distinct a distinctive neighbourhood within the wider community, distinctive features such as landscaped boulevards and entrance features within road allowances may be considered.

A mix of lot sizes and housing forms will be encouraged throughout the Karn Road Area. Alternative approaches such as specialized lotting configurations and 'flexible' zoning provisions will also be considered in order to encourage a variety of housing opportunities and street-oriented built form.

Medium Density Residential lands within the Karn Road Area shall be developed with a minimum net residential density of approximately 42 units/ha (17 units/ac).

- 4.16 Section 7.2.6 – *High Density Residential Areas*, as amended, is hereby further amended by adding the following specific development policy at the end of Section 7.2.6.2 – 'Specific Development Policies':

7.2.6.2.9 Karn Road Planning Area

Lands which are designated High Density Residential within the area between Karn Road and Beachville Road on the west side of the City of Woodstock shall be subject to the following policies:

Within the Karn Road Planning Area, lands designated for high density residential development may include a variety of multi-unit housing forms such as apartment dwellings, stacked townhouses and street townhouses. Alternative development standards including reduced parking requirements and 'flexible' zoning provisions will be considered in order to maximize housing opportunities and the efficient use of municipal services.

High Density Residential lands within the Karn Road Area will contain a minimum of 270 dwelling units.

5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

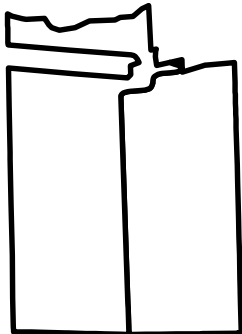
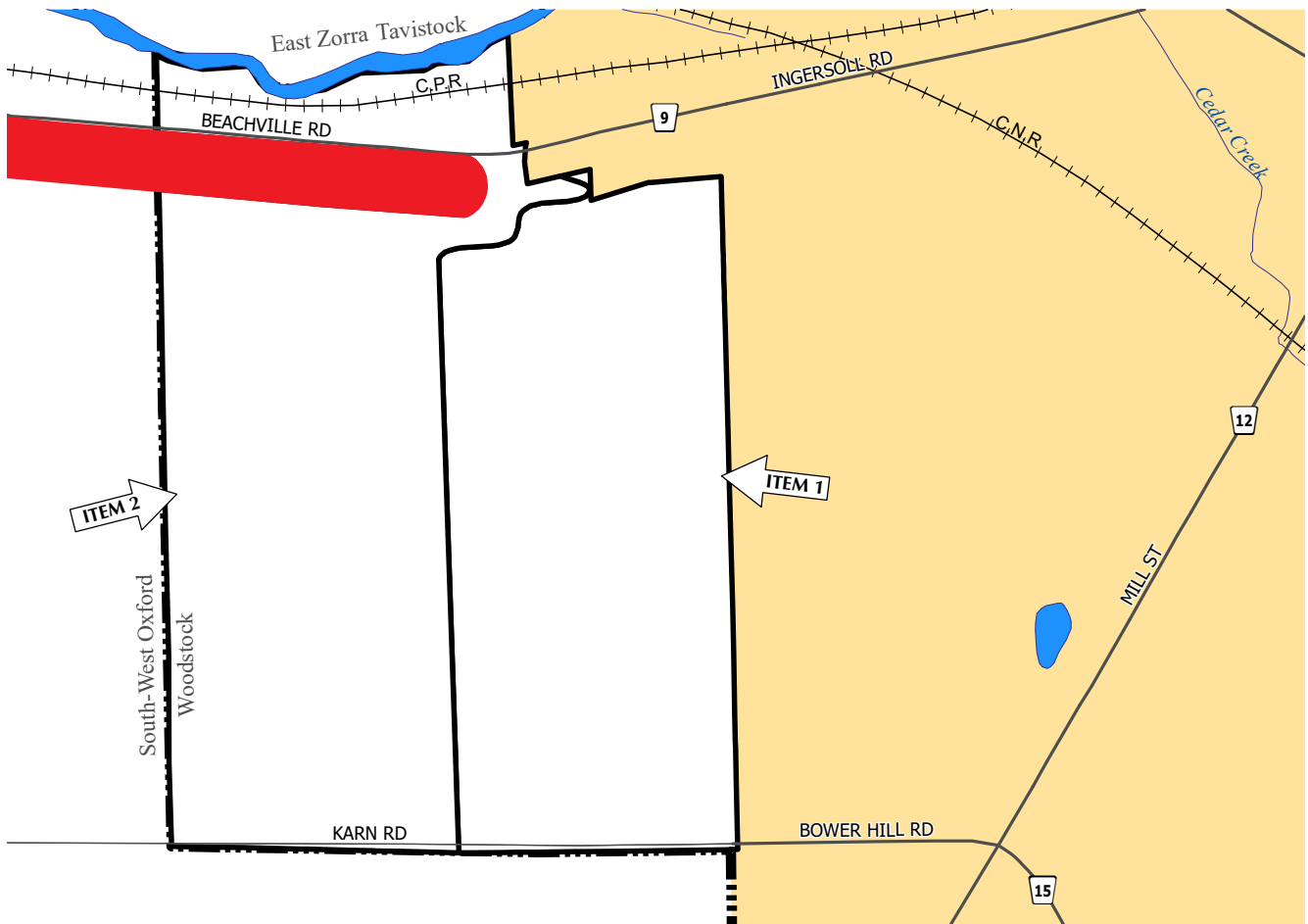
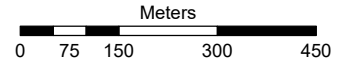
SCHEDULE "A"
 AMENDMENT No. 292

TO THE

**COUNTY OF OXFORD
 OFFICIAL PLAN**

SCHEDULE "C-3"

**COUNTY OF OXFORD
 SETTLEMENT STRATEGY PLAN**



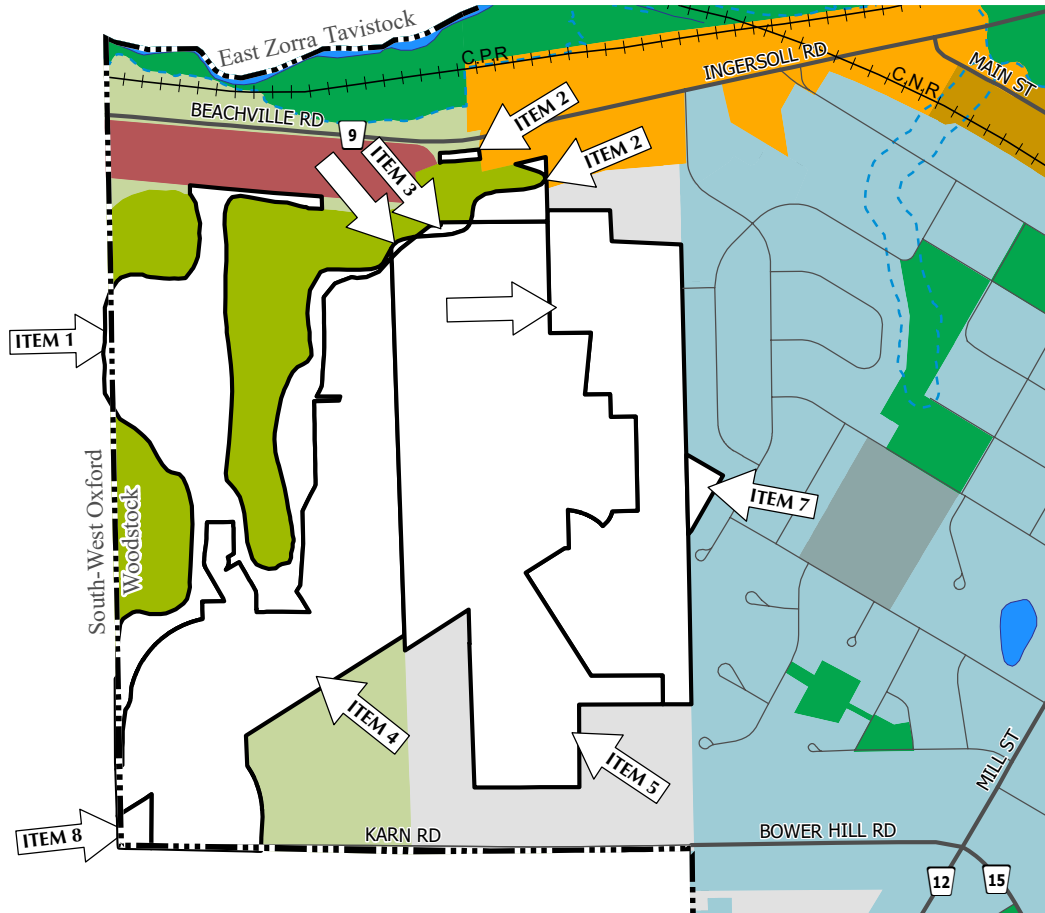
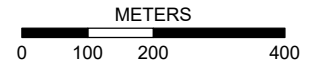
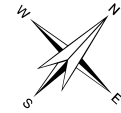
- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM FUTURE URBAN GROWTH TO LARGE URBAN CENTRE
- ITEM 2 - ADD TO LARGE URBAN CENTRE



**SETTLEMENT STRATEGY PLAN
 LEGEND**

- LARGE URBAN CENTRE
- RURAL CLUSTERS

SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-1"
**CITY OF WOODSTOCK
 LAND USE PLAN**

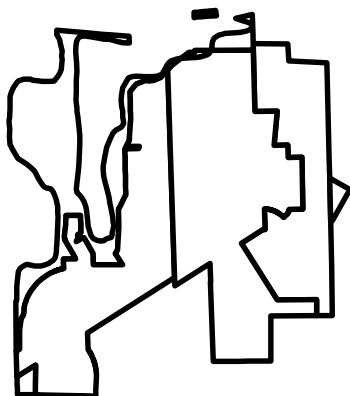


**LAND USE PLAN
 LEGEND**

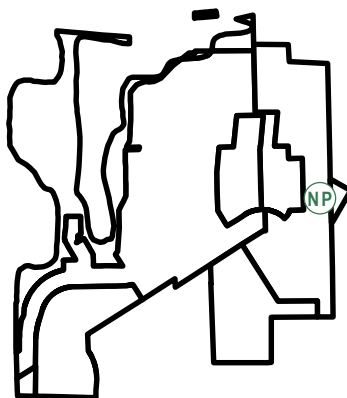
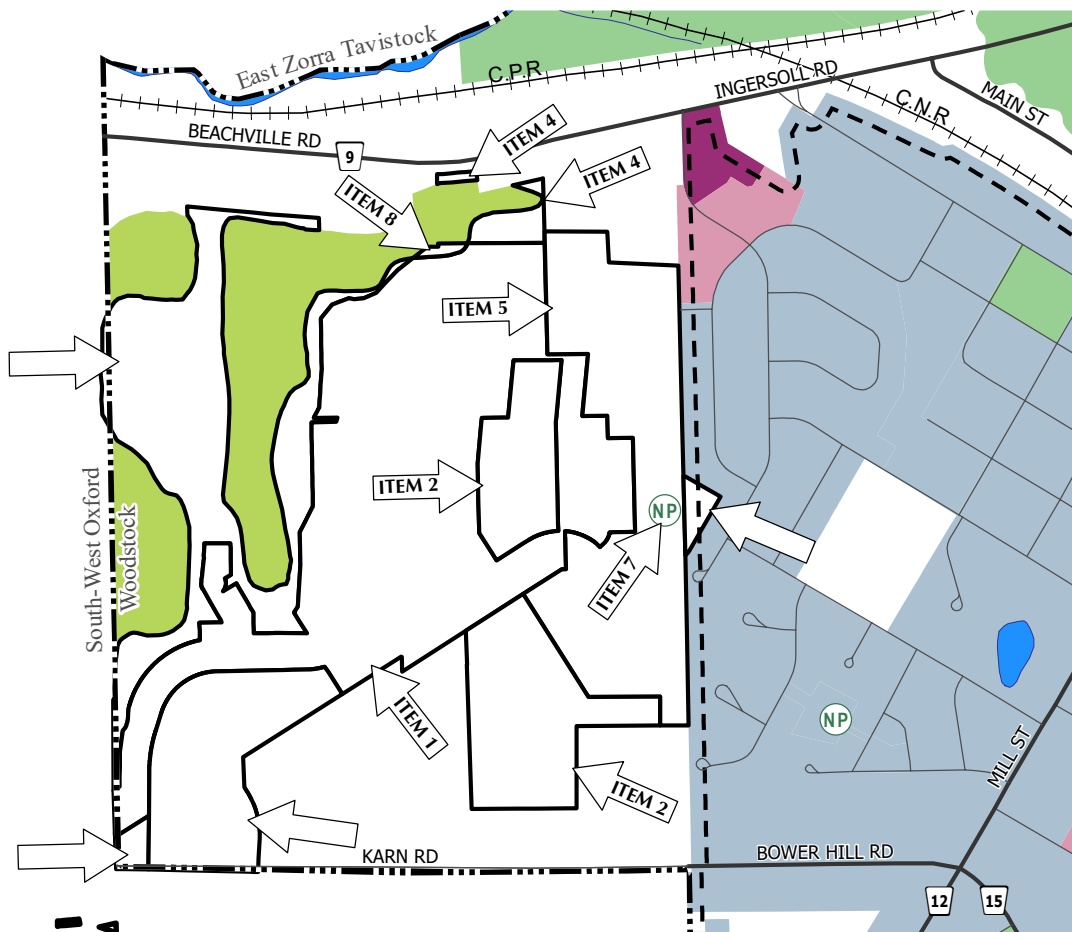
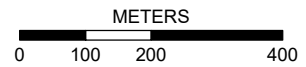
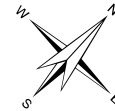
-  RESIDENTIAL
-  LINEAR RURAL CLUSTER
-  SERVICE COMMERCIAL
-  TRADITIONAL INDUSTRIAL
-  COMMUNITY FACILITY
-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  AGRICULTURAL RESERVE
-  FUTURE URBAN GROWTH
-  FLOODLINE

- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM AGRICULTURAL RESERVE TO ENVIRONMENTAL PROTECTION
- ITEM 2 - CHANGE FROM FUTURE URBAN GROWTH TO ENVIRONMENTAL PROTECTION
- ITEM 3 - CHANGE FROM ENVIRONMENTAL PROTECTION TO RESIDENTIAL
- ITEM 4 - CHANGE FROM AGRICULTURAL RESERVE TO RESIDENTIAL
- ITEM 5 - CHANGE FROM FUTURE URBAN GROWTH TO RESIDENTIAL
- ITEM 6 - CHANGE FROM FUTURE URBAN GROWTH TO OPEN SPACE
- ITEM 7 - CHANGE FROM RESIDENTIAL TO OPEN SPACE
- ITEM 8 - CHANGE FROM AGRICULTURAL RESERVE TO OPEN SPACE



SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-3"
**CITY OF WOODSTOCK
 RESIDENTIAL DENSITY PLAN**



- AREA OF THIS AMENDMENT

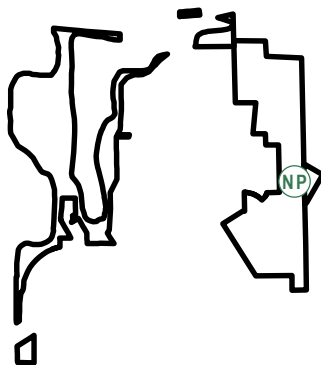
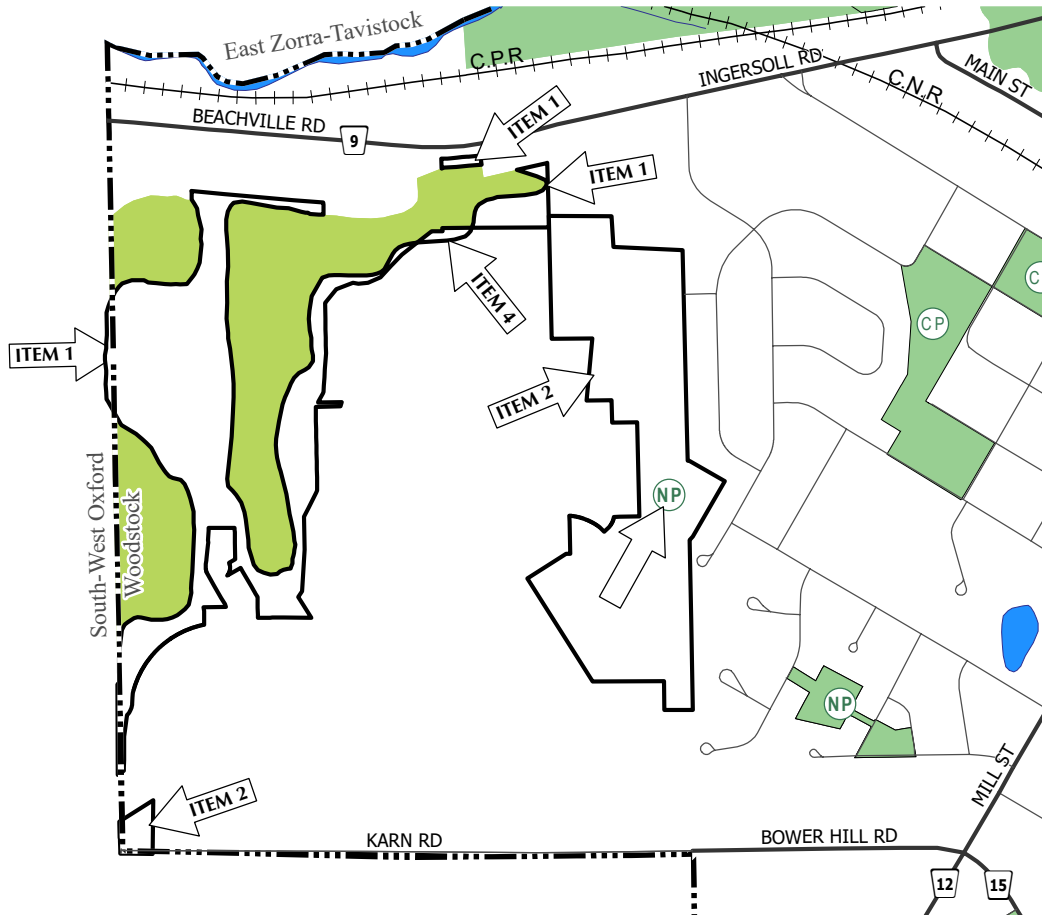
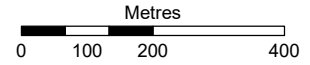
- ITEM 1 - ADD TO LOW DENSITY RESIDENTIAL
- ITEM 2 - ADD TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - ADD TO HIGH DENSITY RESIDENTIAL
- ITEM 4 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 5 - ADD TO OPEN SPACE
- ITEM 6 - CHANGE FROM LOW DENSITY RESIDENTIAL TO OPEN SPACE
- ITEM 7 - ADD NEIGHBOURHOOD PARK
- ITEM 8 - CHANGE FROM ENVIRONMENTAL PROTECTION TO LOW DENSITY RESIDENTIAL

RESIDENTIAL DENSITY PLAN LEGEND

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- RESIDENTIAL RESERVE
- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- COMMUNITY PLANNING DISTRICT



SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-4"
**CITY OF WOODSTOCK
 LEISURE RESOURCES AND
 SCHOOL FACILITIES PLAN**



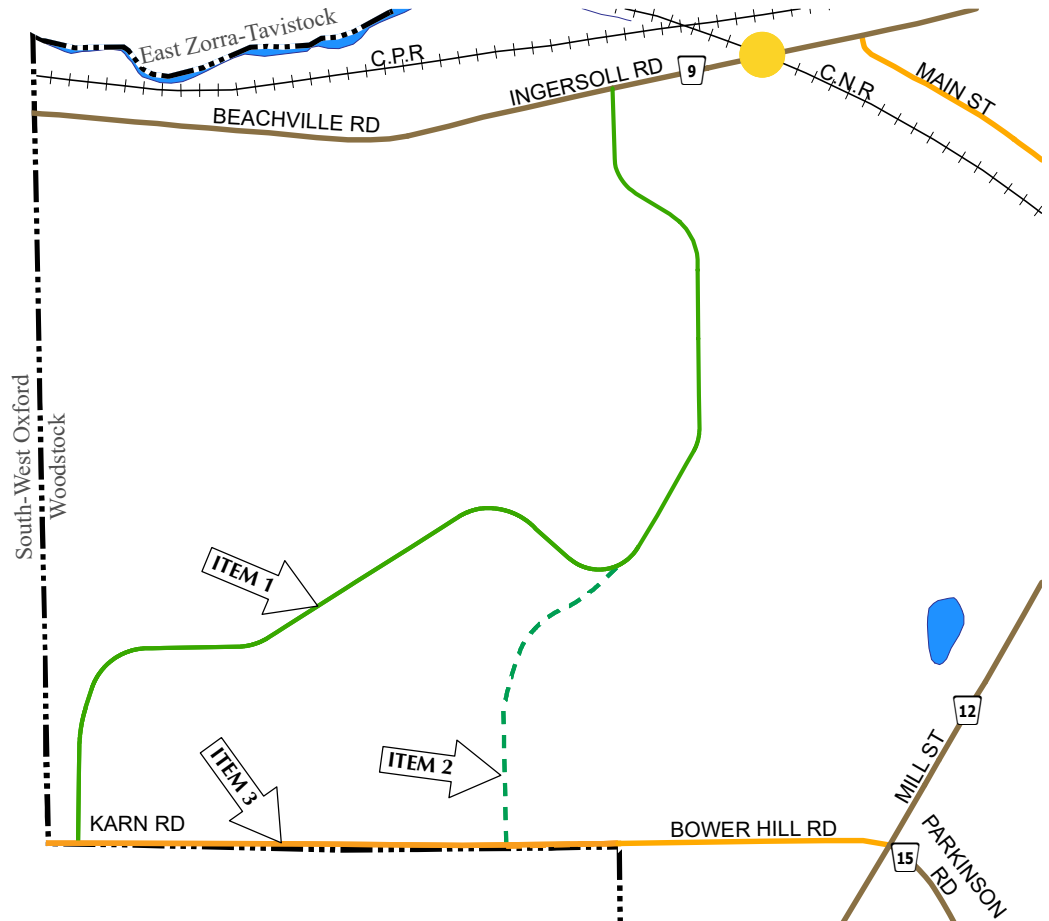
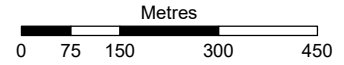
- AREA OF THIS AMENDMENT

- ITEM 1 - ADD TO ENVIRONMENTAL PROTECTION
- ITEM 2 - ADD TO OPEN SPACE
- ITEM 3 - ADD NEIGHBOURHOOD PARK
- ITEM 4 - REMOVE FROM ENVIRONMENTAL PROTECTION

LEISURE RESOURCES AND SCHOOL FACILITIES PLAN LEGEND

-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  COMMUNITY PARK
-  NEIGHBOURHOOD PARK

SCHEDULE "A"
 AMENDMENT No. 292
 TO THE
**COUNTY OF OXFORD
 OFFICIAL PLAN**
 SCHEDULE "W-5"
**CITY OF WOODSTOCK
 TRANSPORTATION NETWORK PLAN**

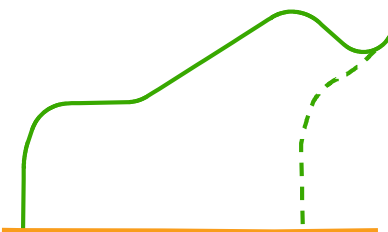


- AREA OF THIS AMENDMENT

- ITEM 1 - ADD MINOR COLLECTOR ROAD
- ITEM 2 - REMOVE PLANNED MINOR COLLECTOR ROAD
- ITEM 3 - ADD COLLECTOR ROAD

**TRANSPORTATION NETWORK PLAN
 LEGEND**

- MINOR COLLECTOR ROAD
- COLLECTOR ROAD
- ARTERIAL ROAD
- PLANNED MINOR COLLECTOR ROAD
- PLANNED COLLECTOR ROAD
- RAILWAY CROSSING IMPROVEMENT
- COUNTY ROAD



THE COUNTY OF OXFORD

BY-LAW NO. **6531-2023**

BEING a By-Law to adopt Amendment Number 293 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 293 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 293 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 293
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules designated as Schedule "A", attached hereto, constitutes
Amendment Number 293 to the County of Oxford Official Plan.

1.0 PURPOSE OF THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend the present extent and location of the existing High and Medium Density Residential designations as shown on Schedule “T-2,” Town of Tillsonburg Residential Density Plan. The OPA will also identify the proposed neighbourhood park within the plan of subdivision on Schedule “T-3”, Town of Tillsonburg Leisure Resources and School Facilities Plan, and depict the proposed collector road, Dereham Drive, on ‘Schedule “T-4”, Town of Tillsonburg Transportation Network Plan.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 8 & 9, Concession 11, and Part of Lot 8, Concession 12, in the Town of Tillsonburg. The lands are located on the south side of Concession Street West, west of Quarter Town Line. The lands do not currently have a civic address.

3.0 BASIS FOR THE AMENDMENT

The amendment has been initiated to amend the location and extent of the current High Density Residential Area, Medium Density Residential Area, and to designate an additional Medium Density Residential Area as part of a residential draft plan of subdivision.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

Council is also satisfied that the amended location and extent of the Medium and High Density Residential Areas is appropriate as these blocks are located in close proximity to Concession St W, an arterial road, and are sufficiently large to accommodate a variety of future Medium and High Density dwelling types. The designations in this area have been in place since the adoption of the 1978 Official Plan for the Oxford Planning Area.

With respect to the additional Medium Density Residential Area proposed, Council has determined that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. This block will have direct access to Dereham Drive, which is a planned collector road that will extend from Quarter Town Line. The site is a reasonable distance from the planned High Density and Medium Density residential development proposed on the subject lands, and will abut the parkland block that is proposed for the plan of subdivision. The proposed Medium Density Block will be appropriately buffered from low density residential development, can be adequately serviced, will have access to Esseltine Drive and Dereham Drive, and is sufficiently large to provide required parking and amenity areas.

Council is also satisfied that the proposed amendment to the Official Plan to accommodate the residential development of the subject lands generally complies with the relevant policies of the Official Plan as it pertains to low, medium and high density residential development in the Town of Tillsonburg.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule “T-1” – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Open Space”.
- 4.2 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.3 That Schedule T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 2” on Schedule “A” attached hereto as “Low Density Residential”.
- 4.4 That Schedule T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 3” on Schedule “A” attached hereto as “Low Density Residential”.
- 4.5 That Schedule T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 4” on Schedule “A” attached hereto as “High Density Residential”.
- 4.6 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as “ITEM 5” on Schedule “A” attached hereto as “Medium Density Residential”.
- 4.7 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by removing the neighbourhood park symbol identified as “ITEM 6” on Schedule “A” attached hereto.
- 4.8 That Schedule “T-2” – Town of Tillsonburg Residential Density Plan, is hereby amended by adding the neighbourhood park symbol identified as “ITEM 7” on Schedule “A” attached hereto.
- 4.9 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Open Space”.
- 4.10 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by adding the neighbourhood park symbol identified as “ITEM 2” on Schedule “A” attached hereto.
- 4.11 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by deleting the neighbourhood park symbol identified as “ITEM 3” on Schedule “A” attached hereto.

- 4.12 That Schedule "T-4" – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the collector roads identified as "ITEM 1" on Schedule "A" attached hereto.
- 4.13 That Schedule "T-4" – Town of Tillsonburg Transportation Network Plan, is hereby amended by removing the collector roads identified as "ITEM 2" on Schedule "A" attached hereto.
- 4.14 That Schedule "T-4" – Town of Tillsonburg Transportation Network Plan, is hereby amended by changing the planned collector roads identified as "ITEM 3" on Schedule "A" attached hereto to collector road.

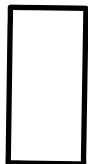
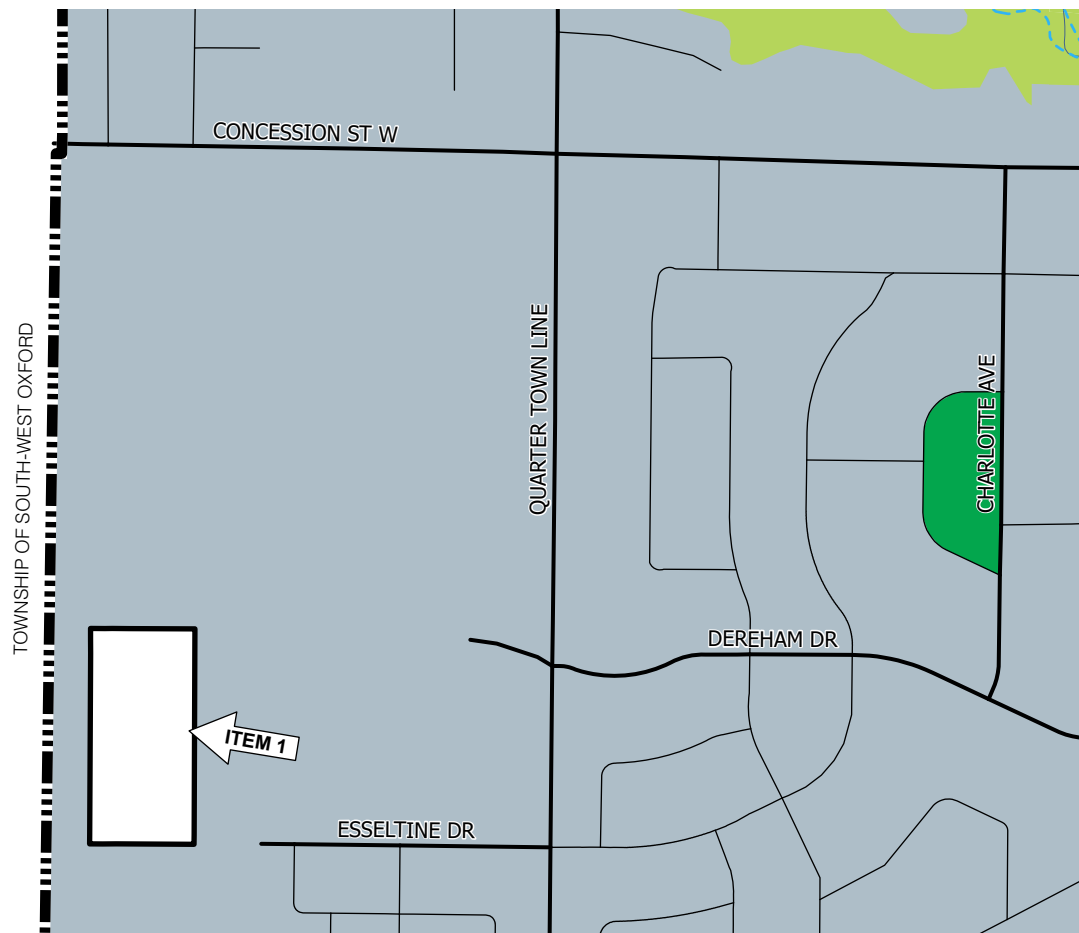
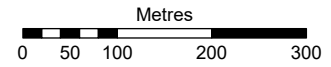
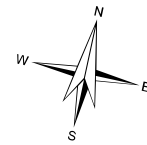
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.





SCHEDULE "A"
AMENDMENT No. 293
TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
SCHEDULE "T-1"
TOWN OF TILLSONBURG
LAND USE PLAN



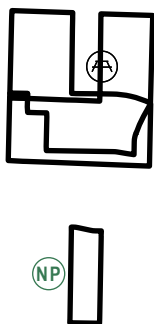
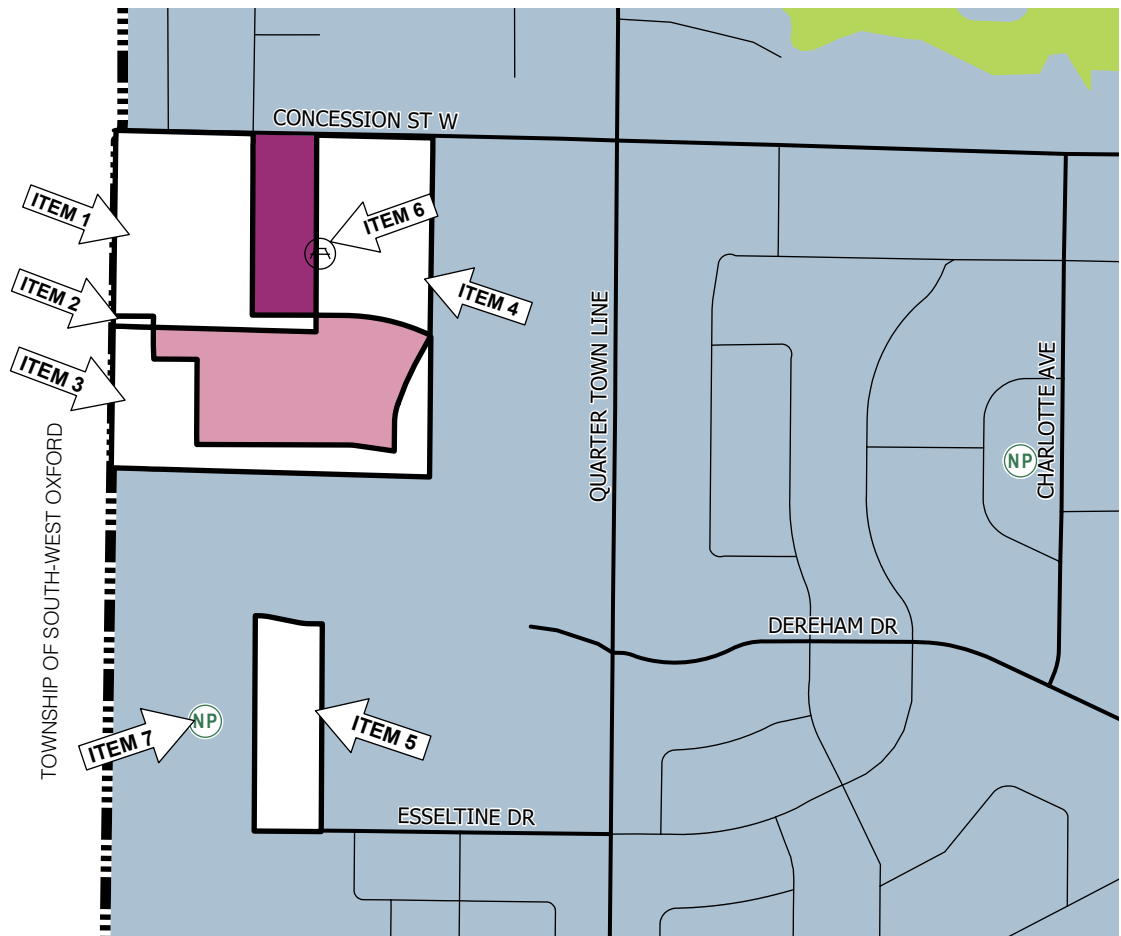
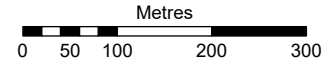
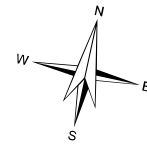
- AREA OF THIS AMENDMENT

ITEM 1 - ADD TO OPEN SPACE

**LAND USE PLAN
LEGEND**

-  RESIDENTIAL
-  OPEN SPACE
-  ENVIRONMENTAL PROTECTION
-  FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 293
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



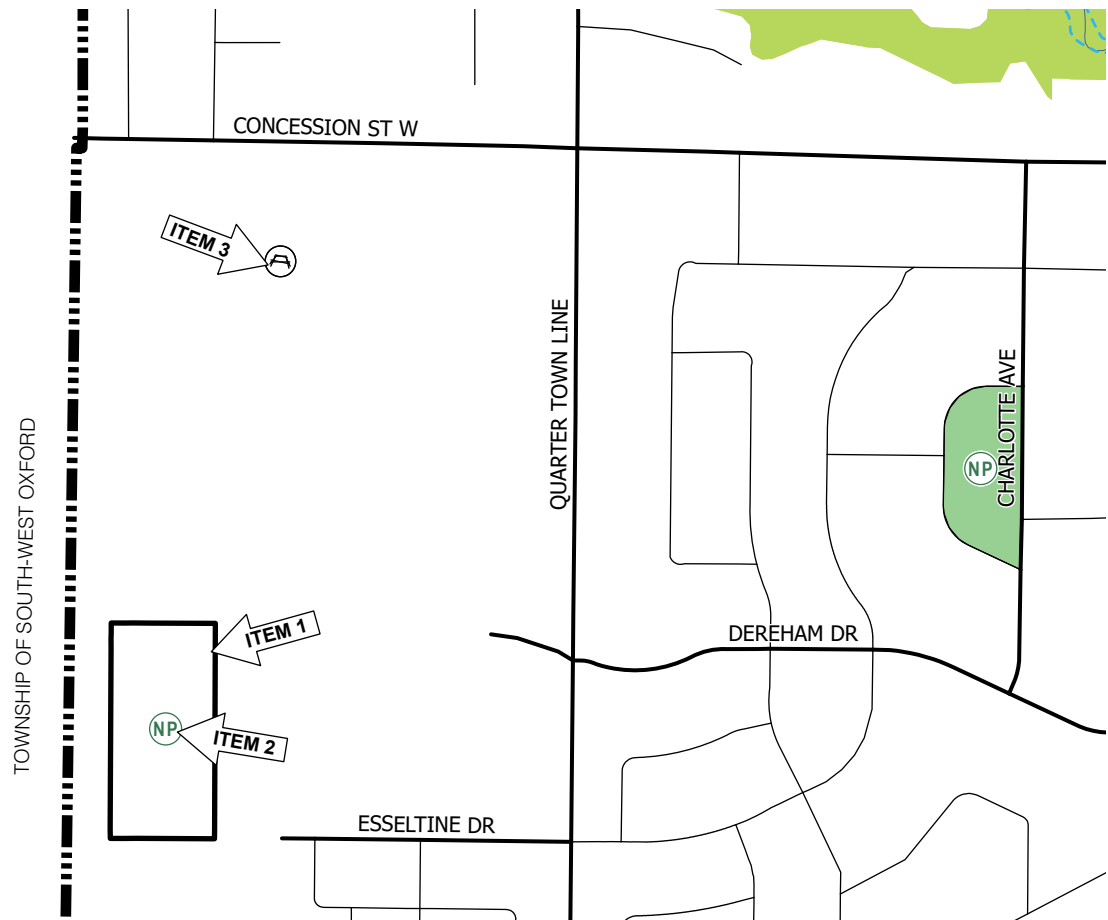
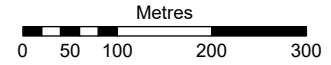
- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM HIGH DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL
- ITEM 2 - CHANGE FROM HIGH DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL
- ITEM 3 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL
- ITEM 4 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO HIGH DENSITY RESIDENTIAL
- ITEM 5 - CHANGE FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL
- ITEM 6 - REMOVE PROPOSED PARK
- ITEM 7 - ADD NEIGHBOURHOOD PARK

RESIDENTIAL DENSITY PLAN LEGEND

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- PROPOSED PARK

SCHEDULE "A"
 AMENDMENT No. 293
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-3"
TOWN OF TILLSONBURG
LEISURE RESOURCES AND SCHOOL FACILITIES PLAN



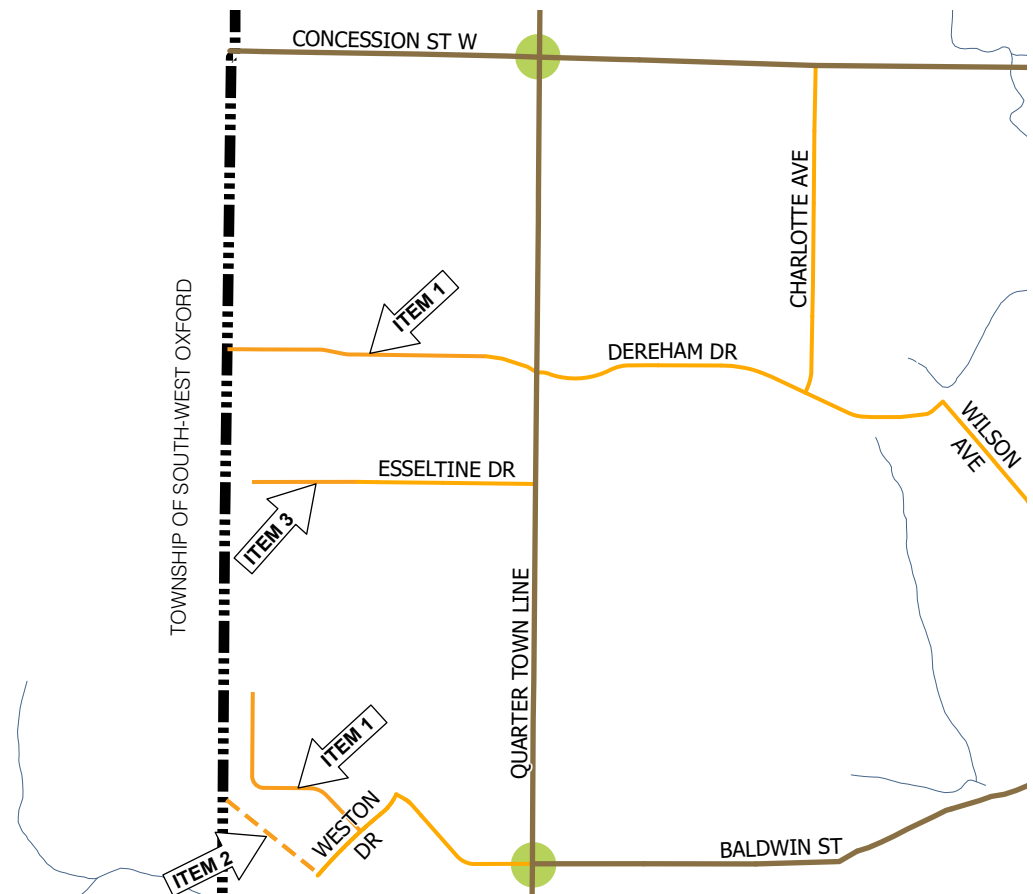
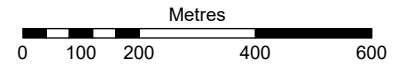
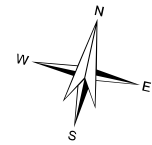
- AREA OF THIS AMENDMENT

- ITEM 1 - ADD TO OPEN SPACE
- ITEM 2 - ADD NEIGHBOURHOOD PARK
- ITEM 3 - REMOVE PROPOSED PARK

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN
 LEGEND**

- OPEN SPACE
- ENVIRONMENTAL PROTECTION
- NEIGHBOURHOOD PARK
- PROPOSED PARK
- FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 293
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-4"
TOWN OF TILLSONBURG
TRANSPORTATION NETWORK PLAN



- AREA OF THIS AMENDMENT

- ITEM 1 - ADD COLLECTOR ROAD
- ITEM 2 - REMOVE PLANNED COLLECTOR ROAD
- ITEM 3 - CHANGE PLANNED COLLECTOR ROAD TO COLLECTOR ROAD

TRANSPORTATION NETWORK PLAN LEGEND

- ARTERIAL ROAD
- COLLECTOR ROAD
- PLANNED COLLECTOR ROAD
- INTERSECTION IMPROVEMENT

THE COUNTY OF OXFORD

BY-LAW NO. **6532-2023**

BEING a By-Law to adopt Amendment Number 294 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 294 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 294 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 294
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules attached hereto
constitutes Amendment Number 294 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend various Official Plan schedules related to certain lands within the Town of Tillsonburg, to re-designate lands from 'Residential' to 'Open Space', and to amend the extent and location of the existing Medium Density Residential Area. The amendment will also make minor adjustments to the location of the collector road that will serve the subject lands and abutting lands to the west.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 4 & 5, Concession 10 (Dereham), in the Town of Tillsonburg. The lands are located on the north side of North Street, east of Braun Avenue and north of Canary Street, and are municipally known as 112 North Street East.

3.0 BASIS FOR THE AMENDMENT

The Official Plan Amendment (OPA) proposes to amend Official Plan Schedules "T-1", Town of Tillsonburg Land Use Plan and Schedule "T-2", Town of Tillsonburg Residential Density Plan, and Schedule "T-3", Town of Tillsonburg Leisure Resources and School Facilities Plan to re-designate portions of the subject lands from 'Residential' to 'Open Space', and to amend the extent and location of the existing Medium Density Residential Area for future Medium Density Residential development.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types, tenures, and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

It is the opinion of Council that designating the 5 proposed blocks in the draft plan of subdivision from Residential to Open Space is appropriate as the EIS submitted in support of the development identified that these blocks contain stormwater management facilities, or natural features, including woodlands, wetlands, valleylands, and significant wildlife habitat and corridors that should remain protected. The recommendations of the EIS will be implemented through the draft plan of subdivision approval process and resulting subdivision agreement, and ownership of these blocks will be transferred to the Town of Tillsonburg.

It is the opinion of Council that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. The proposed Medium Density Block abuts a proposed collector road which is being designed with a 22.0 metre right-of-way, and will allow for efficient access to North Street East. The subdivision plan has been prepared in coordination with the landowner to the west such that the collector road can align with the planned collector road extension to the west.

The revised extent of the Medium Density residential area will facilitate the development of parkland to be dedicated to the Town, and a medium density block consisting of townhouse and stacked townhouse development. The sites are in reasonable proximity to shopping, recreation and cultural uses. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link to the Trans Canada Trail and other pedestrian trails in the area.

Shopping, including a food store and other community serving uses including a fitness centre, gas station and religious institution is located nearby the subject lands. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the proposed draft plan of subdivision with other townhouse development. The block is expected to be adequately serviced from the new infrastructure in the proposed plan of subdivision, and is sufficiently large to provide required parking and amenity areas.

An EIS has been submitted and peer reviewed which demonstrates that the proposed Medium Density Residential Area will not negatively impact surrounding woodlands and natural heritage corridors, and a Noise and Vibration Study was conducted to ensure that the medium density residential area is not negatively impacted by the noise and vibration resulting from North Street East and the CPR Railway.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

- 4.1 That Schedule "T-1" – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as "ITEM 1" on Schedule "A" attached hereto as "Residential".
- 4.2 That Schedule "T-1" – Town of Tillsonburg Land Use Plan, is hereby amended by designating those lands identified as "ITEM 2" on Schedule "A" attached hereto as "Open Space".
- 4.3 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 1" on Schedule "A" attached hereto as "Open Space".
- 4.4 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 2" on Schedule "A" attached hereto as "Medium Density Residential".
- 4.5 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 3" on Schedule "A" attached hereto as "Low Density Residential".
- 4.6 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 4" on Schedule "A" attached hereto as "Open Space".
- 4.7 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 5" on Schedule "A" attached hereto as "Low Density Residential".
- 4.8 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by adding the neighbourhood park symbol identified as "ITEM 6" on Schedule "A" attached hereto.

- 4.9 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by designating those lands identified as “ITEM 1” on Schedule “A” attached hereto as “Open Space”.
- 4.10 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by removing those lands identified as “ITEM 2” on Schedule “A” attached hereto from “Open Space”.
- 4.11 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by adding the natural park symbol identified as “ITEM 3” on Schedule “A” attached hereto.
- 4.12 That Schedule “T-3” – Town of Tillsonburg Leisure Resources and School Facilities Plan, is hereby amended by adding the neighbourhood park symbol identified as “ITEM 4” on Schedule “A” attached hereto.
- 4.13 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by removing the planned collector road identified as “ITEM 1” on Schedule “A” attached hereto.
- 4.14 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the collector road identified as “ITEM 2” on Schedule “A” attached hereto.
- 4.15 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the planned collector road identified as “ITEM 3” on Schedule “A” attached hereto.
- 4.16 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by removing the intersection improvement identified as “ITEM 4” on Schedule “A” attached hereto.
- 4.17 That Schedule “T-4” – Town of Tillsonburg Transportation Network Plan, is hereby amended by adding the intersection improvement identified as “ITEM 5” on Schedule “A” attached hereto.

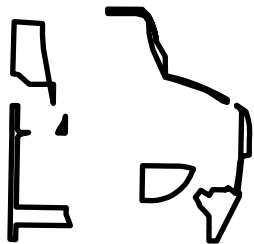
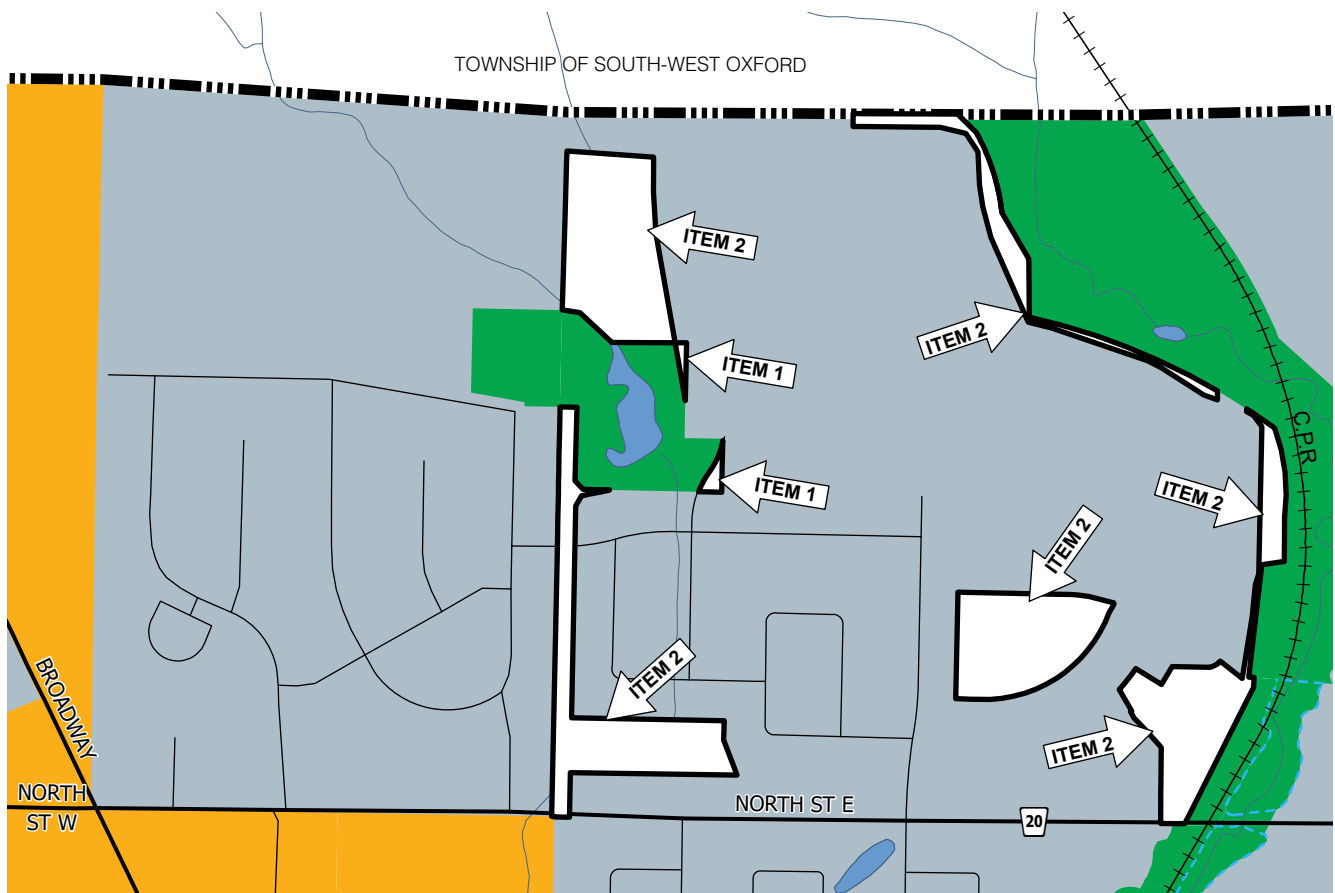
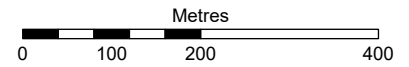
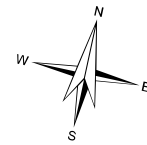
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-1"
TOWN OF TILLSONBURG
LAND USE PLAN



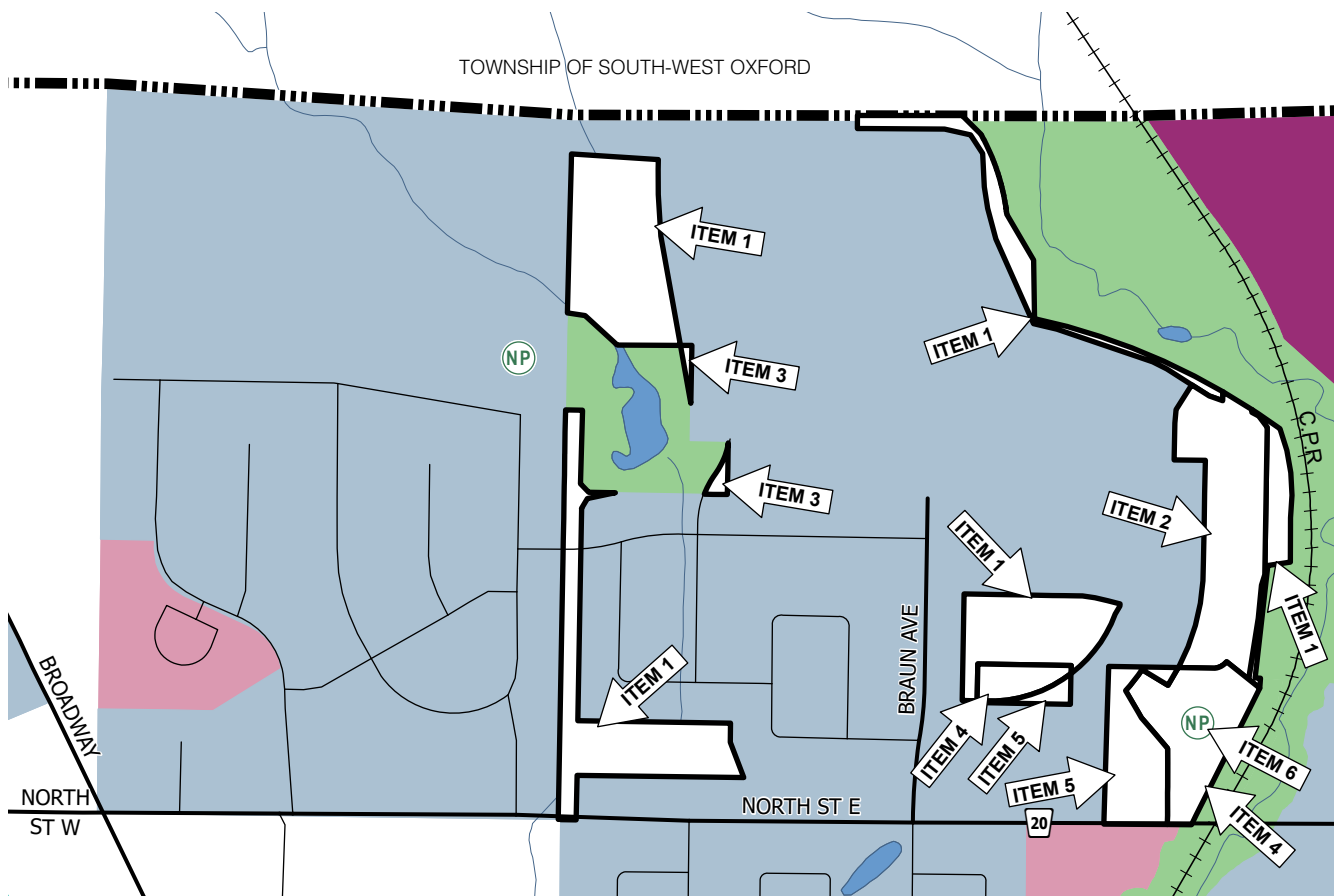
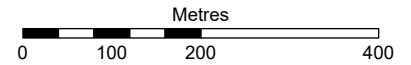
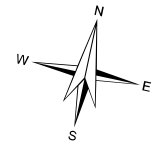
- AREA OF THIS AMENDMENT

- ITEM 1 - CHANGE FROM OPEN SPACE TO RESIDENTIAL
- ITEM 2 - CHANGE FROM RESIDENTIAL TO OPEN SPACE

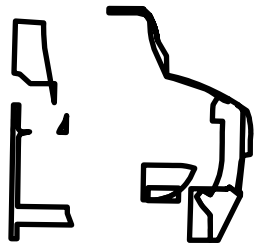
LAND USE PLAN LEGEND

- RESIDENTIAL
- SERVICE COMMERCIAL
- OPEN SPACE
- FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



- AREA OF THIS AMENDMENT

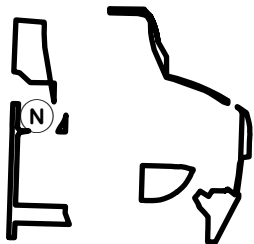
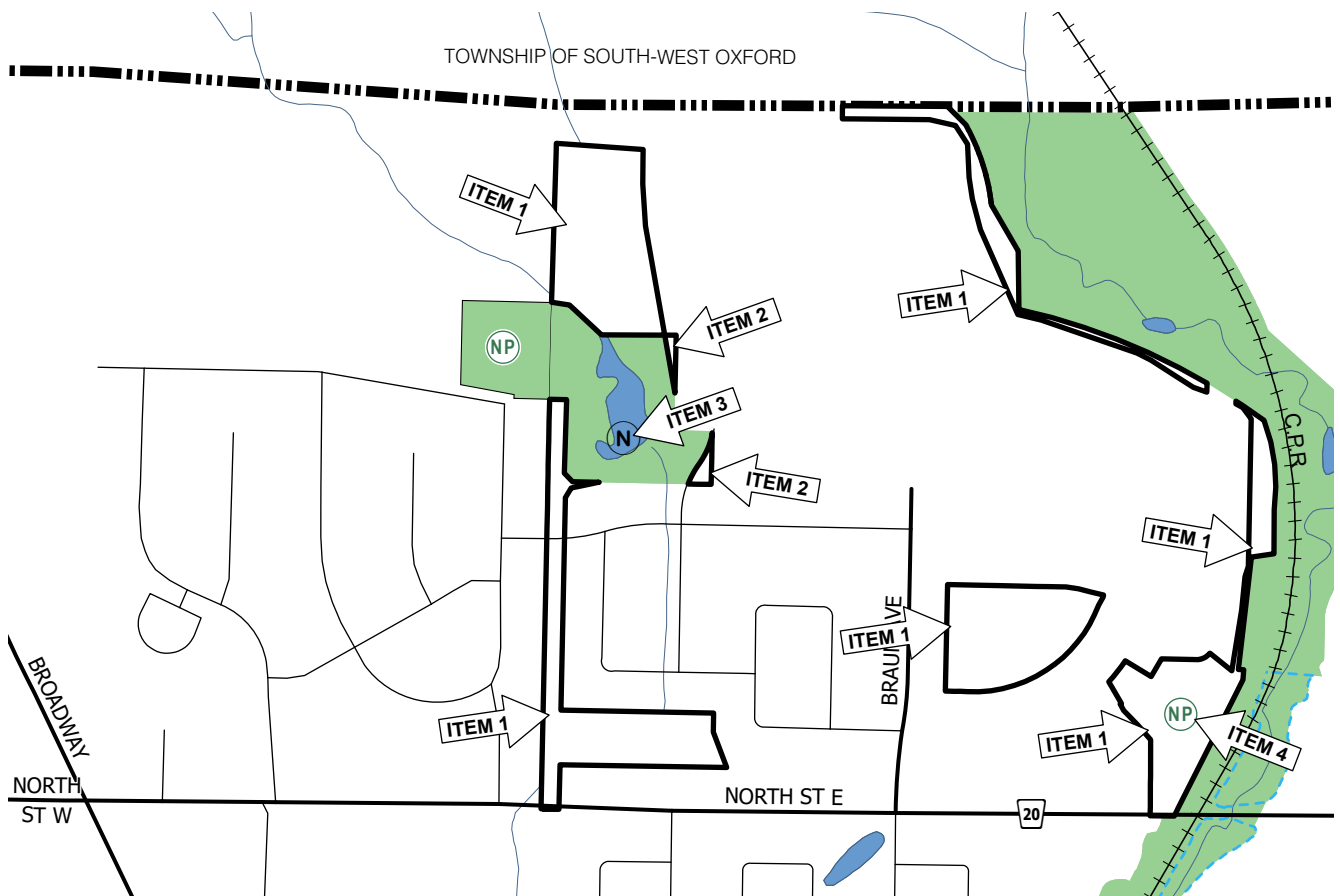
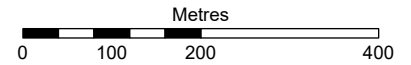


- ITEM 1 - CHANGE FROM LOW DENSITY RESIDENTIAL TO OPEN SPACE
- ITEM 2 - CHANGE FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL
- ITEM 3 - CHANGE FROM OPEN SPACE TO LOW DENSITY RESIDENTIAL
- ITEM 4 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO OPEN SPACE
- ITEM 5 - CHANGE FROM MEDIUM DENSITY RESIDENTIAL TO LOW DENSITY RESIDENTIAL
- ITEM 6 - ADD NEIGHBOURHOOD PARK

RESIDENTIAL DENSITY PLAN LEGEND

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- HIGH DENSITY RESIDENTIAL
- OPEN SPACE
- NEIGHBOURHOOD PARK

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-3"
TOWN OF TILLSONBURG
LEISURE RESOURCES AND SCHOOL FACILITIES PLAN



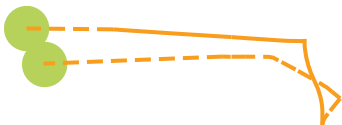
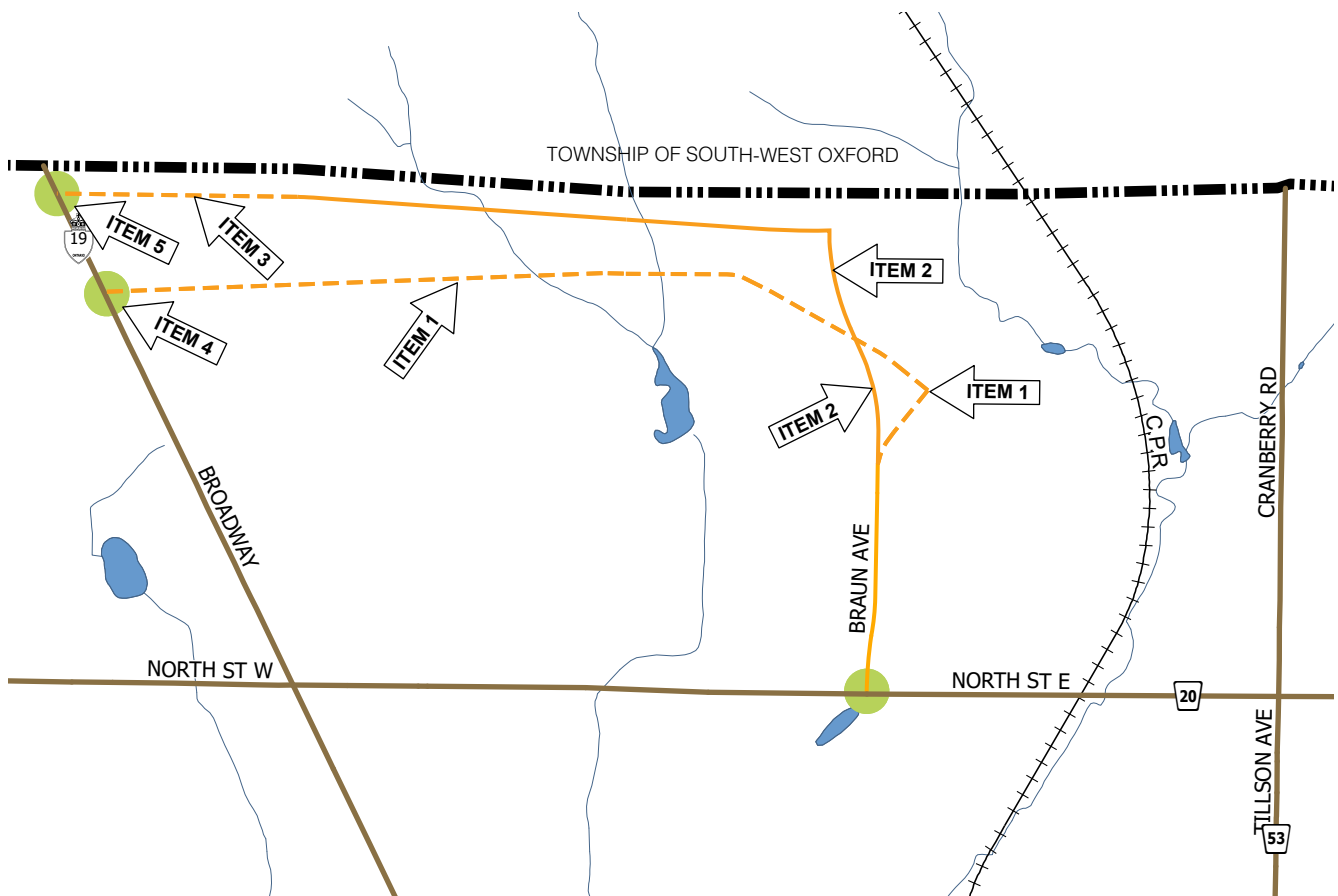
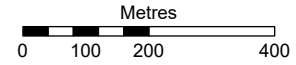
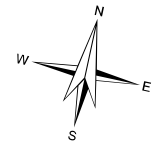
- AREA OF THIS AMENDMENT

- ITEM 1 - ADD TO OPEN SPACE
- ITEM 2 - REMOVE FROM OPEN SPACE
- ITEM 3 - ADD TOWN NATURAL PARK
- ITEM 4 - ADD NEIGHBOURHOOD PARK

**LEISURE RESOURCES AND SCHOOL FACILITIES PLAN
 LEGEND**

- OPEN SPACE
- NP NEIGHBOURHOOD PARK
- N TOWN NATURAL PARK
- FLOODLINE

SCHEDULE "A"
 AMENDMENT No. 294
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-4"
TOWN OF TILLSONBURG
TRANSPORTATION NETWORK PLAN



- AREA OF THIS AMENDMENT

- ITEM 1 - REMOVE PLANNED COLLECTOR ROAD
- ITEM 2 - ADD COLLECTOR ROAD
- ITEM 3 - ADD PLANNED COLLECTOR ROAD
- ITEM 4 - REMOVE INTERSECTION IMPROVEMENT
- ITEM 5 - ADD INTERSECTION IMPROVEMENT

TRANSPORTATION NETWORK PLAN LEGEND

- ARTERIAL ROAD
- COLLECTOR ROAD
- PLANNED COLLECTOR ROAD
- INTERSECTION IMPROVEMENT

THE COUNTY OF OXFORD

BY-LAW NO. **6533-2023**

BEING a By-Law to adopt Amendment Number 295 to the County of Oxford Official Plan.

WHEREAS, Amendment Number 295 to the County of Oxford Official Plan has been recommended by resolution of the Council of the Town of Tillsonburg and the County of Oxford has held a public hearing and has recommended the Amendment for adoption.

NOW THEREFORE, the County of Oxford pursuant to the provision of the Planning Act, R.S.O. 1990, as amended, enacts as follows:

1. That Amendment Number 295 to the County of Oxford Official Plan, being the attached explanatory text, is hereby adopted.
2. This By-Law shall come into force and take effect on the day of the final passing thereof.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOÉ J. SENIOR, CLERK

AMENDMENT NUMBER 295
TO THE COUNTY OF OXFORD OFFICIAL PLAN

the following schedules attached hereto
constitutes Amendment Number 295 to the County of Oxford Official Plan

1.0 PURPOSE OF THE AMENDMENT

The proposed Official Plan Amendment (OPA) amends Schedule “T-2,” Town of Tillsonburg Residential Density Plan, to re-designate one block within the proposed plan of subdivision for future Medium Density Residential development.

2.0 LOCATION OF LANDS AFFECTED

The subject lands are described as Part of Lots 6, Concession 10 (Dereham) and Blocks 18-21, Plan 41M-148, in the Town of Tillsonburg. The lands are located on the north side of Bobolink Drive, and the lands do not currently have a civic address.

3.0 BASIS FOR THE AMENDMENT

The amendment has been initiated to amend Official Plan Schedule “T-2,” Town of Tillsonburg Residential Density Plan, to re-designate one block within the proposed plan of subdivision for future Medium Density Residential development.

It is the opinion of Council that the subject amendment is consistent with the policies of the PPS as the development is an efficient use of land and municipal services within a fully serviced settlement area. The development also contributes to housing types, tenures, and densities required to meet the projected requirements of current and future residents of the Town and the broader regional market area.

It is the opinion of Council that the policies respecting the designation of additional Medium Density Residential Areas have been satisfactorily addressed. The proposed Medium Density Block abuts a proposed collector road which is being designed with a 22.0 metre right-of-way. Until such time as the collector road is extended to the east or west, traffic will be directed to the south of the proposed development, and two points of access have been provided to facilitate that movement. The subdivision plan has been prepared in coordination with the landowner to the east such that the collector road can align with the collector road extension to the east. It is noted that this planned collector road has been identified on Schedule T-4 of the Official Plan, (Town of Tillsonburg Transportation Network Plan), since the adoption of the Official Plan in 1995.

The proposed Medium Density block is close to shopping, recreation and cultural uses. An existing neighbourhood park abuts the draft plan of subdivision to the south. Public trail linkages proposed through the draft plan of subdivision will provide a direct active transportation link for residents of the proposed medium density block to access to the public park. Shopping, including a food store is located southwest of the subject lands. The proposed medium density block will be within a five minute walk of the existing food store. Other community serving uses including a fitness centre, gas station and religious institution are also located nearby. The proposed Medium Density Block will be appropriately buffered from existing low density residential development and is appropriately integrated within the proposed draft plan of subdivision with other townhouse development. The block is expected to be adequately serviced from the new infrastructure in the proposed plan of subdivision, and is sufficiently large to provide required parking and amenity areas.

In light of the foregoing, it is the opinion of Council that the proposed Official Plan Amendment is consistent with the policies of the PPS and supports the objectives and strategic initiatives of the Official Plan.

4.0 DETAILS OF THE AMENDMENT

4.1 That Schedule "T-2" – Town of Tillsonburg Residential Density Plan, is hereby amended by designating those lands identified as "ITEM 1" on Schedule "A" attached hereto as "Medium Density Residential".

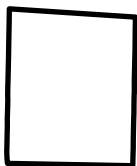
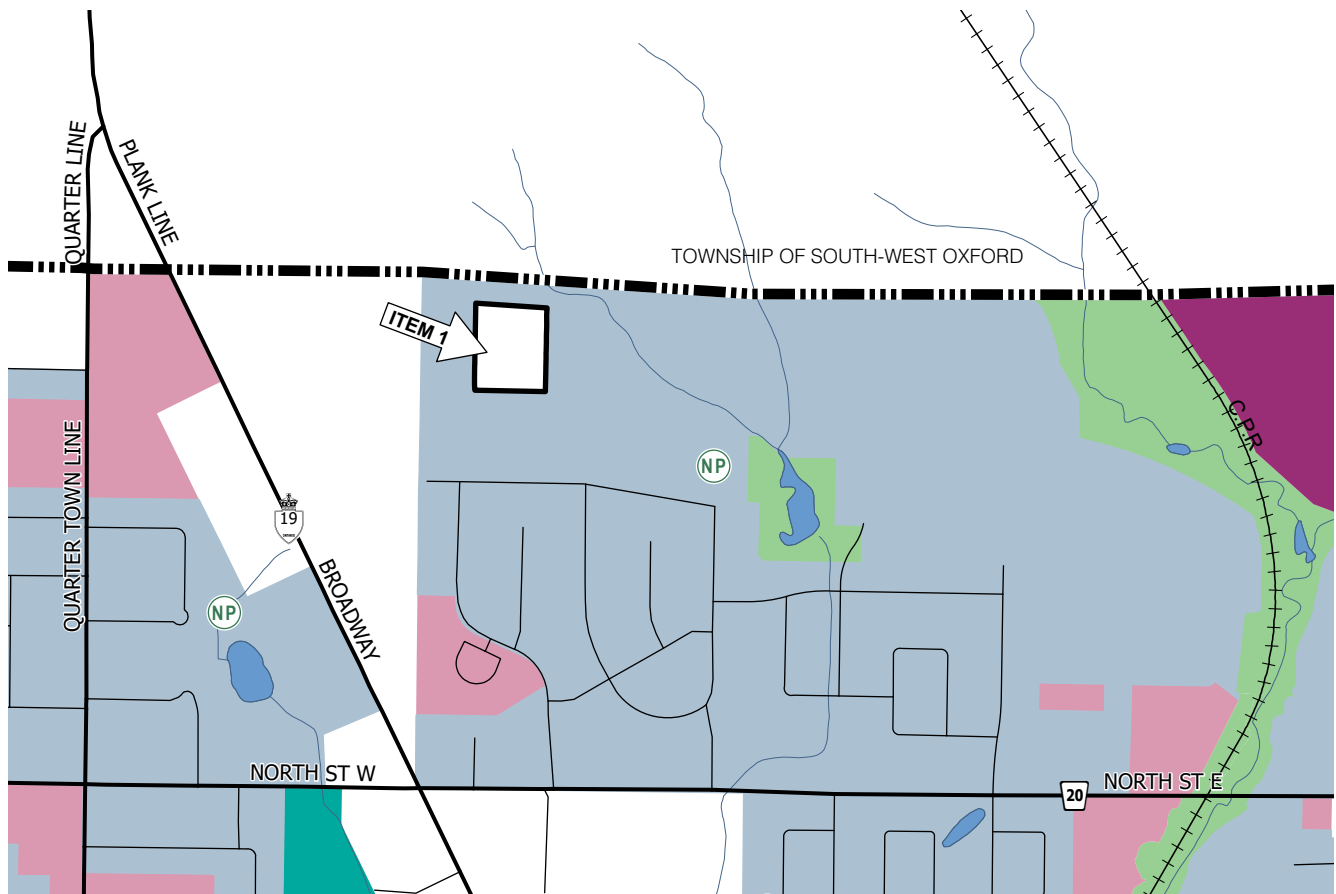
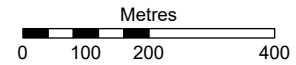
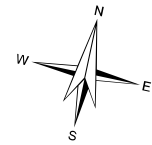
5.0 IMPLEMENTATION

This Official Plan Amendment shall be implemented in accordance with the implementation policies of the Official Plan.

6.0 INTERPRETATION

This Official Plan Amendment shall be interpreted in accordance with the interpretation policies of the Official Plan.







SCHEDULE "A"
 AMENDMENT No. 295
 TO THE
COUNTY OF OXFORD
OFFICIAL PLAN
 SCHEDULE "T-2"
TOWN OF TILLSONBURG
RESIDENTIAL DENSITY PLAN



- AREA OF THIS AMENDMENT

ITEM 1 - CHANGE FROM LOW DENSITY RESIDENTIAL TO MEDIUM DENSITY RESIDENTIAL

RESIDENTIAL DENSITY PLAN LEGEND

-  LOW DENSITY RESIDENTIAL
-  MEDIUM DENSITY RESIDENTIAL
-  HIGH DENSITY RESIDENTIAL
-  MOBILE HOME PARK
-  OPEN SPACE
-  NEIGHBOURHOOD PARK

COUNTY OF OXFORD

BY-LAW NO. **6534-2023**

BEING a By-Law to remove certain lands from Part Lot Control.

WHEREAS, KINGWOOD RIVERSIDE TOWNS LTD., has applied to the County of Oxford to delete, by by-law, certain lands for forty-one (41) residential lots in a registered subdivision from Part Lot Control.

AND WHEREAS pursuant to Subsection 77(1) of the Planning Act, R.S.O. 1990, c. P.13, as amended, the County of Oxford may pass a by-law under subsection 50(7) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended;

NOW THEREFORE, the Council of the County of Oxford enacts as follows:

1. Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Descriptions as shown in Schedule "A" forming part of this By-law.

2. Pursuant to subsection 50 (7.3) of the Planning Act, R.S.O. 1990, c. P.13, as amended, this By-Law shall expire on **April 12, 2024**, unless it shall have prior to that date been repealed or extended by the Council of the County of Oxford.
3. That this By-Law shall become effective on the date of third and final reading.
4. That after the lots or any portion thereof have been conveyed to individual transferees this By-Law may be repealed by the Council of the County of Oxford.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN,

WARDEN

CHLOÉ J. SENIOR,

CLERK

COUNTY OF OXFORD

BY-LAW NO. 6534-2023

SCHEDULE "A"

Pursuant to subsection 50(7), subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended, does not apply to:

Blocks 1, 2, 3, 4, 5 and 6, Registered Plan 41M-386, being PARTS 1 through 128, designated on a Plan of Survey deposited in the Land Registry Office for Oxford No. 41 as Reference Plan 41R-10477, Township of Zorra, County of Oxford, comprising a total of forty-one (41) parcels and each parcel to be conveyed to individual transferees in accordance with the following descriptions:

- i. Part Block 1, Plan 41M-386, being PARTS 1, 2 & 3, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 3, in favour of Part Block 1, Plan 41M-386 being PARTS 4, 5 & 6, PARTS 7, 8 & 9 and PARTS 10 & 11, Reference Plan 41R-10477;
- ii. Part Block 1, Plan 41M-386, being PARTS 4, 5 & 6, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 6, in favour of Part Block 1, Plan 41M-386 being PARTS 7, 8 & 9 and PARTS 10 & 11, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 1, Plan 41M-386 being PART 3, Reference Plan 41R-10477 in favour of PARTS 4, 5 & 6;
- iii. Part Block 1, Plan 41M-386, being PARTS 7, 8 & 9, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 9, in favour of Part Block 1, Plan 41M-386 being PARTS 10 & 11, Reference Plan 41R-10477, together with an easement for pedestrian access purposes over Part Block 1, Plan 41M-386 being PART 3 and PART 6, Reference Plan 41R-10477 in favour of PARTS 7, 8 & 9;
- iv. Part Block 1, Plan 41M-386, being PARTS 10 & 11, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 1, Plan 41M-386 being PART 3, PART 6 and PART 9, Reference Plan 41R-10477, in favour of PARTS 10 & 11;
- v. Part Block 1, Plan 41M-386, being PARTS 12, 13 & 14, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 14, in favour of Part Block 1, Plan 41M-386 being PARTS 15, 16 & 17 and PARTS 18, 19, 20 & 21, Reference Plan 41R-10477, together with an easement for pedestrian access purposes over Part Block 1, Plan 41M-386 being PARTS 20 & 21 and PART 17, Reference Plan 41R-10477, in favour of PARTS 12, 13 & 14;
- vi. Part Block 1, Plan 41M-386, being PARTS 15, 16 & 17, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 17, in favour of Part Block 1, Plan 41M-386 being PARTS 12, 13 & 14, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 1, Plan 41M-386 being PARTS 20 & 21, Reference Plan 41R-10477 in favour of PARTS 15, 16 & 17;
- vii. Part Block 1, Plan 41M-386, being PARTS 18, 19, 20 & 21, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 20 & 21, in favour of Part Block 1, Plan 41M-386 being PARTS 12, 13 & 14, and PARTS 15, 16 & 17, Reference Plan 41R-10477;
- viii. Part Block 2, Plan 41M-386, being PARTS 22, 23, 24 & 25, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 22 & 23 in favour of Part Block 2, Plan 41M-386 being PARTS 26, 27 & 28, PARTS 29, 30 & 31 and PARTS 32 & 33, Reference Plan 41R-10477;

- ix. Part Block 2, Plan 41M-386, being PARTS 26, 27 & 28, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 28 in favour of Part Block 2, Plan 41M-386 being PARTS 29, 30 & 31 and PARTS 32 & 33, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 2, Plan 41M-386 being PARTS 22 & 23, Reference Plan 41R-10477, in favour of PARTS 26, 27 & 28;
- x. Part Block 2, Plan 41M-386, being PARTS 29, 30 & 31, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 31 in favour of Part Block 2, Plan 41M-386 being PARTS 32 & 33, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 2, Plan 41M-386 being PARTS 22 & 23 and PART 28 Reference Plan 41R-10477, in favour of PARTS 29, 30 & 31;
- xi. Part Block 2, Plan 41M-386, being PARTS 32 & 33, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 2, Plan 41M-386 being PARTS 22 & 23, PART 28 and PART 31, Reference Plan 41R-10477, in favour of PARTS 32 & 33;
- xii. Part Block 2, Plan 41M-386, being PARTS 34, 35 & 36, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 2, Plan 41M-386 being PART 39 and PARTS 42 & 43, Reference Plan 41R-10477, in favour of PARTS 34, 35 & 36;
- xiii. Part Block 2, Plan 41M-386, being PARTS 37, 38 & 39, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 39 in favour of Part Block 2, Plan 41M-386 being PARTS 34, 35 & 36, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 2, Plan 41M-386 being PARTS 42 & 43, Reference Plan 41R-10477, in favour of PARTS 37, 38 & 39;
- xiv. Part Block 2, Plan 41M-386, being PARTS 40, 41, 42 & 43, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 42 & 43 in favour of Part Block 2, Plan 41M-386 being PARTS 34, 35 & 36 and PARTS 37, 38 & 39, Reference Plan 41R-10477;
- xv. Part Block 3, Plan 41M-386, being PARTS 44, 45, 46 & 47, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 44 & 45 in favour of Part Block 3, Plan 41M-386 being PARTS 48, 49 & 50, PARTS 51, 52 & 53 and PARTS 54 & 55, Reference Plan 41R-10477;
- xvi. Part Block 3, Plan 41M-386, being PARTS 48, 49 & 50, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 50 in favour of Part Block 3, Plan 41M-386 being PARTS 51, 52 & 53 and PARTS 54 & 55, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 3, Plan 41M-386 being PARTS 44 & 45, Reference Plan 41R-10477, in favour of PARTS 48, 49 & 50;
- xvii. Part Block 3, Plan 41M-386, being PARTS 51, 52 & 53, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 53 in favour of Part Block 3, Plan 41M-386 being PARTS 54 & 55, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 3, Plan 41M-386 being PARTS 44 & 45 and PART 50 Reference Plan 41R-10477, in favour of PARTS 51, 52 & 53;
- xviii. Part Block 3, Plan 41M-386, being PARTS 54 & 55, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 3, Plan 41M-386 being PARTS 44 & 45, PART 50 and PART 53, Reference Plan 41R-10477, in favour of PARTS 54 & 55;

- xix. Part Block 3, Plan 41M-386, being PARTS 56, 57 & 58, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 3, Plan 41M-386 being PART 61 and PARTS 64 & 65, Reference Plan 41R-10477, in favour of PARTS 56, 57 & 58;
- xx. Part Block 3, Plan 41M-386, being PARTS 59, 60 & 61, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 61 in favour of Part Block 3, Plan 41M-386 being PARTS 56, 57 & 58, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 3, Plan 41M-386 being PARTS 64 & 65, Reference Plan 41R-10477, in favour of PARTS 59, 60 & 61;
- xxi. Part Block 3, Plan 41M-386, being PARTS 62, 63, 64 & 65, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 64 & 65 in favour of Part Block 3, Plan 41M-386 being PARTS 55, 56 & 57 and PARTS 59, 60 & 61, Reference Plan 41R-10477;
- xxii. Part Block 4, Plan 41M-386, being PARTS 66, 67, 68, 69, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 66 & 67 in favour of Part Block 4, Plan 41M-386 being PARTS 70, 71 & 72, PARTS 73, 74 & 75 and PARTS 76 & 77, Reference Plan 41R-10477;
- xxiii. Part Block 4, Plan 41M-386, being PARTS 70, 71 & 72, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 72 in favour of Part Block 4, Plan 41M-386 being PARTS 73, 74 & 75 and PARTS 76 & 77, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 4, Plan 41M-386 being PARTS 66 & 67, Reference Plan 41R-10477, in favour of PARTS 70, 71 & 72;
- xxiv. Part Block 4, Plan 41M-386, being PARTS 73, 74 & 75, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 75 in favour of Part Block 4, Plan 41M-386 being PARTS 76 & 77, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 4, Plan 41M-386 being PARTS 66 & 67 and PART 72, Reference Plan 41R-10477, in favour of PARTS 73, 74 & 75;
- xxv. Part Block 4, Plan 41M-386, being PARTS 76 & 77, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 4, Plan 41M-386 being PARTS 66 & 67, PART 72 and PART 75, Reference Plan 41R-10477, in favour of PARTS 76 & 77;
- xxvi. Part Block 4, Plan 41M-386, being PARTS 78, 79 & 80, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 4, Plan 41M-386 being PART 83 and PARTS 86 & 87, Reference Plan 41R-10477, in favour of PARTS 78, 79 & 80;
- xxvii. Part Block 4, Plan 41M-386, being PARTS 81, 82 & 83, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 83 in favour of Part Block 4, Plan 41M-386 being PARTS 78, 79, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 4, Plan 41M-386 being PARTS 86 & 87, Reference Plan 41R-10477, in favour of PARTS 81, 82 & 83;
- xxviii. Part Block 4, Plan 41M-386, being PARTS 84, 85, 86 & 87, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 86 & 87 in favour of Part Block 4, Plan 41M-386 being PARTS 78, 79 & 80 and PARTS 81, 82 & 83, Reference Plan 41R-10477;

- xxix. Part Block 5, Plan 41M-386, being PARTS 88, 89, 90 & 91, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 88 & 89 in favour of Part Block 5, Plan 41M-386 being PARTS 92, 93, & 94, PARTS 95, 96 & 97 and PARTS 98 & 99, Reference Plan 41R-10477;
- xxx. Part Block 5, Plan 41M-386, being PARTS 92, 93 & 94, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 94 in favour of Part Block 5, Plan 41M-386 being PARTS 95, 96 & 97 and PARTS 98 & 99, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 5, Plan 41M-386 being PARTS 88 & 89, Reference Plan 41R-10477, in favour of PARTS 92, 93 & 94;
- xxxii. Part Block 5, Plan 41M-386, being PARTS 95, 96 & 97, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 97 in favour of Part Block 5, Plan 41M-386 being PARTS 98 & 99, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 5, Plan 41M-386 being PARTS 88 & 89 and PART 97, Reference Plan 41R-10477, in favour of PARTS 95, 96 & 97;
- xxxiii. Part Block 5, Plan 41M-386, being PARTS 98 & 99, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 5, Plan 41M-386 being PARTS 88 & 89, PART 94 and PART 97, Reference Plan 41R-10477, in favour of PARTS 98 & 99;
- xxxiiii. Part Block 5, Plan 41M-386, being PARTS 100, 101 & 102, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 5, Plan 41M-386 being PART 105 and PARTS 108 & 109, Reference Plan 41R-10477, in favour of PARTS 100, 101 & 102;
- xxxv. Part Block 5, Plan 41M-386, being PARTS 103, 104 & 105, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 105 in favour of Part Block 5, Plan 41M-386 being PARTS 100, 101 & 102, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 5, Plan 41M-386 being PARTS 108 & 109, Reference Plan 41R-10477, in favour of PARTS 103, 104 & 105;
- xxxvi. Part Block 5, Plan 41M-386, being PARTS 106, 107, 108 & 109, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 108 & 109 in favour of Part Block 5, Plan 41M-386 being PARTS 100, 101 & 102 and PARTS 103, 104 & 105, Reference Plan 41R-10477;
- xxxvii. Part Block 6, Plan 41M-386, being PARTS 110, 111, 112 & 113, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PARTS 110 & 111 in favour of Part Block 6, Plan 41M-386 being PARTS 114, 115 & 116 and PARTS 117, 118 & 119, Reference Plan 41R-10477;
- xxxviii. Part Block 6, Plan 41M-386, being PARTS 114, 115 & 116, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 116 in favour of Part Block 6, Plan 41M-386 being PARTS 117, 118 & 119, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 6, Plan 41M-386 being PARTS 110 & 111, Reference Plan 41R-10477, in favour of PARTS 114, 115 & 116;
- xxxix. Part Block 6, Plan 41M-386, being PARTS 117, 118 & 119, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 6, Plan 41M-386 being PARTS 110 & 111 and PART 116, Reference Plan 41R-10477, in favour of PARTS 117, 118 & 119;
- xl. Part Block 6, Plan 41M-386, being PARTS 120, 121 & 122, Reference Plan 41R-10477 together; together with an easement for pedestrian access purposes over Part Block 6, Plan 41M-386 being PART 125 and PART 128, Reference Plan 41R-10477, in favour of PARTS 120, 121 & 122;

- xl. Part Block 6, Plan 41M-386, being PARTS 123, 124 & 125, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 125, in favour of Part Block 6, Plan 41M-386 being PARTS 120, 121 & 122, Reference Plan 41R-10477; together with an easement for pedestrian access purposes over Part Block 6, Plan 41M-386 being PART 128, Reference Plan 41R-10477, in favour of PARTS 123 ,124 & 125;
- xli. Part Block 6, Plan 41M-386, being PARTS 126, 127 & 128, Reference Plan 41R-10477 together; subject to an easement for pedestrian access purposes over PART 128 in favour of Part Block 6, Plan 41M-386 being PARTS 120, 121 & 122 and PARTS 123, 124 & 125, Reference Plan 41R-10477.

COUNTY OF OXFORD

BY-LAW NO. 6535-2023

BEING a By-law to confirm all actions and proceedings of the Council of the County of Oxford at the meeting at which this By-law is passed.

The Council of the County of Oxford enacts as follows:

1. That all decisions made by Council at the meeting at which this By-law is passed, in respect of each report, resolution or other action passed and taken by the Council at this meeting, are hereby adopted, ratified and confirmed.
2. That the Warden and/or the proper officers of the County are hereby authorized and directed to do all things necessary to give effect to the said decisions referred to in Section 1 of this By-law, to obtain approvals where required, and except where otherwise provided, to execute all necessary documents and the Clerk is hereby authorized and directed to affix the corporate seal where necessary.
3. That nothing in this By-law has the effect of giving to any decision the status of a By-law where any legal prerequisite to the enactment of a specific By-law has not been satisfied.
4. That all decisions, as referred to in Section 1 of this By-law, supersede any prior decisions of Council to the contrary.

READ a first and second time this 12th day of April, 2023.

READ a third time and finally passed this 12th day of April, 2023.

MARCUS RYAN, WARDEN

CHLOË J. SENIOR CLERK