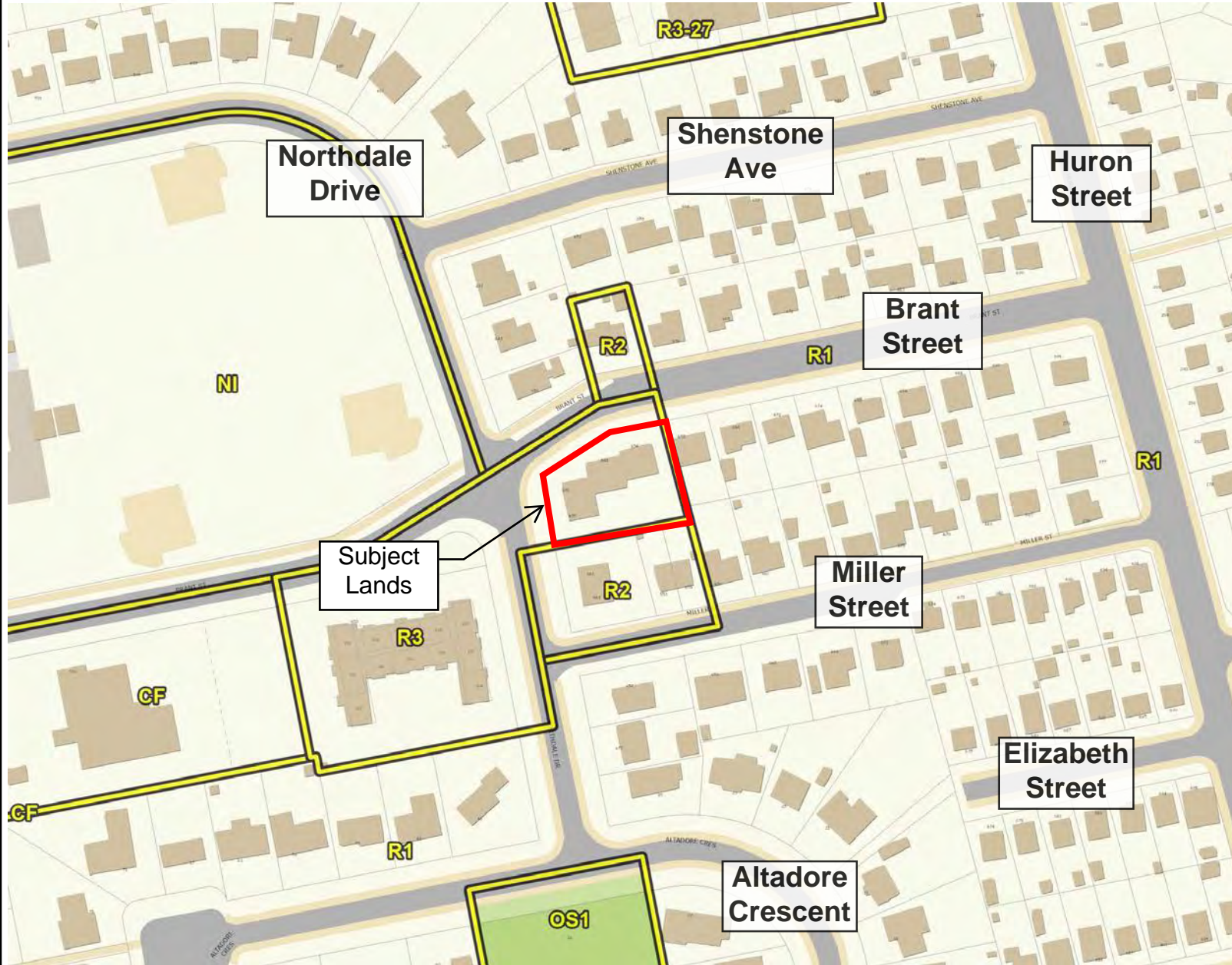




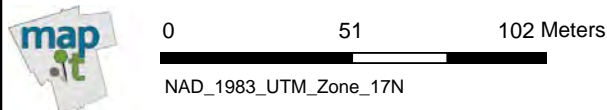
Plate 1: Location Map with Existing Zoning
 CD 23-02-8 - Reid - 655 Northdale Drive, Woodstock



Legend

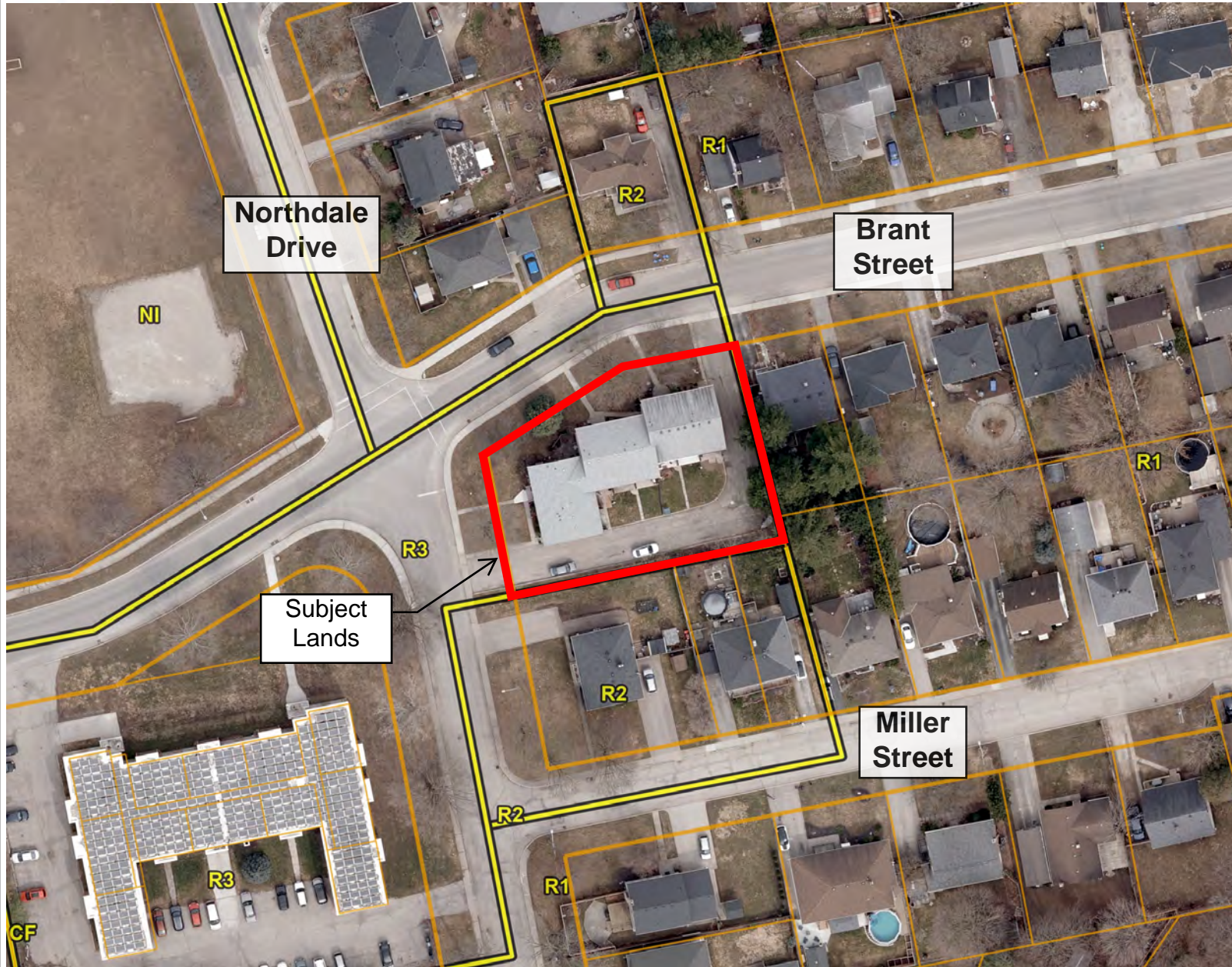
- Zoning Floodlines
- Regulation Limit
- 100 Year Flood Line
- ▲ 30 Metre Setback
- Conservation Authority Regulation Limit
- Regulatory Flood And Fill Lines
- Land Use Zoning (Displays 1:16000 to 1:500)

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

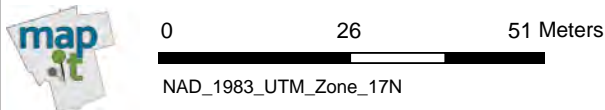
December 14, 2023



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

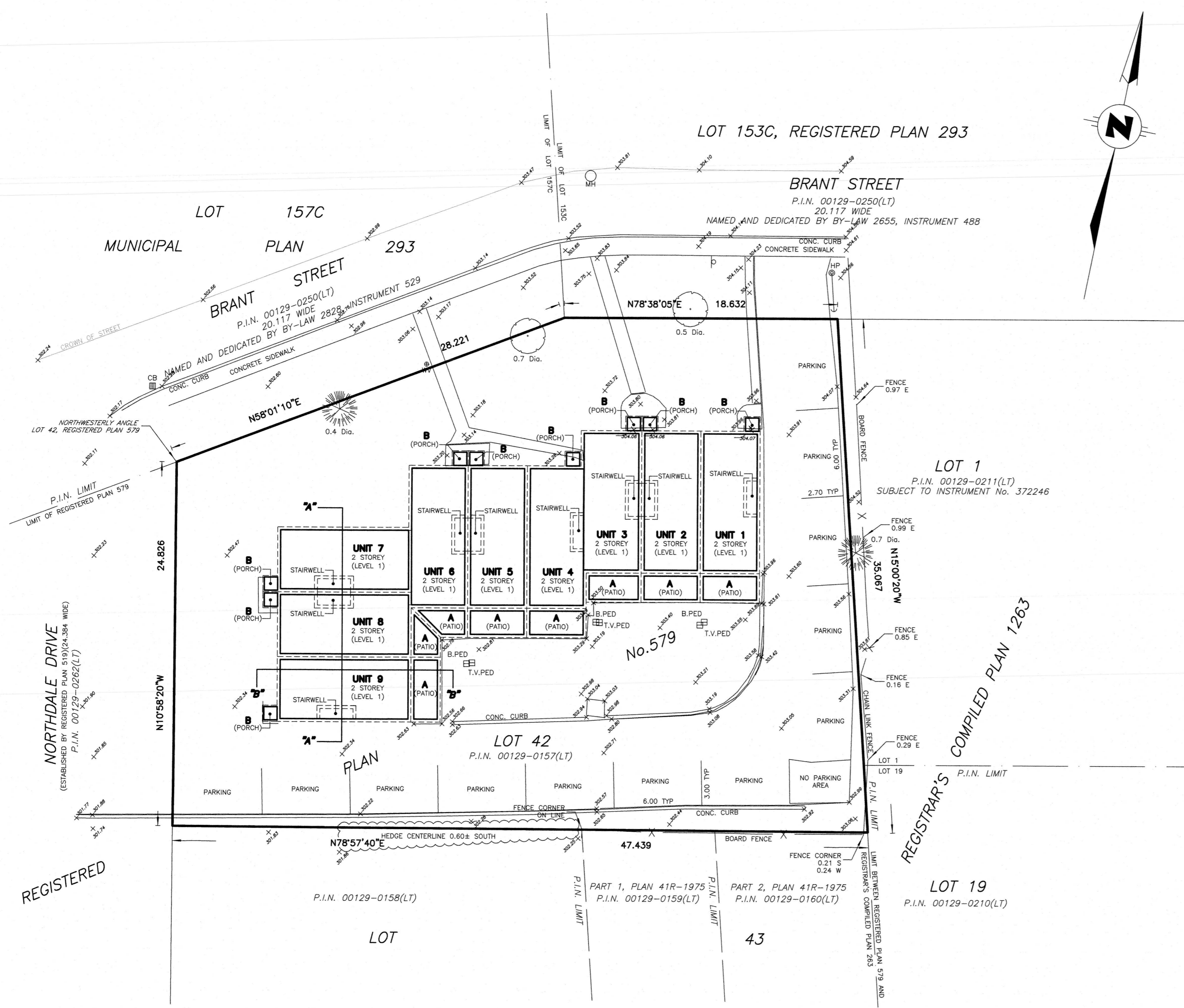
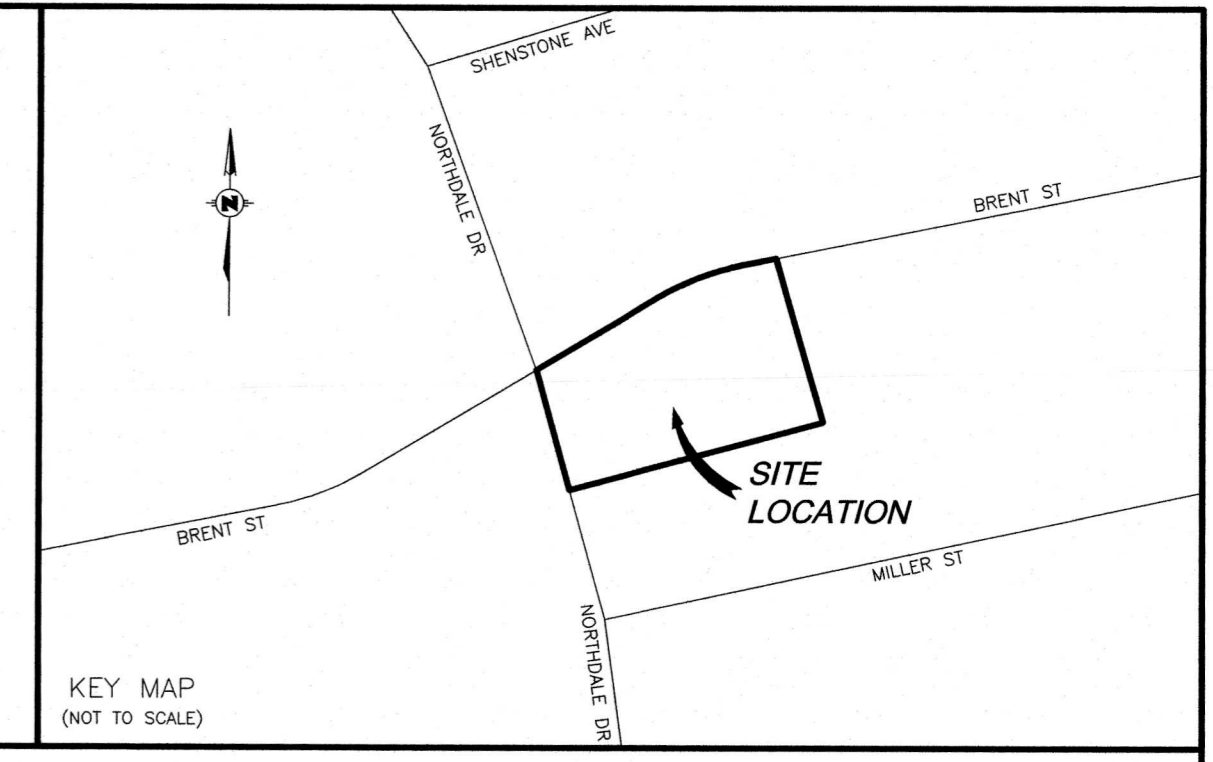


This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

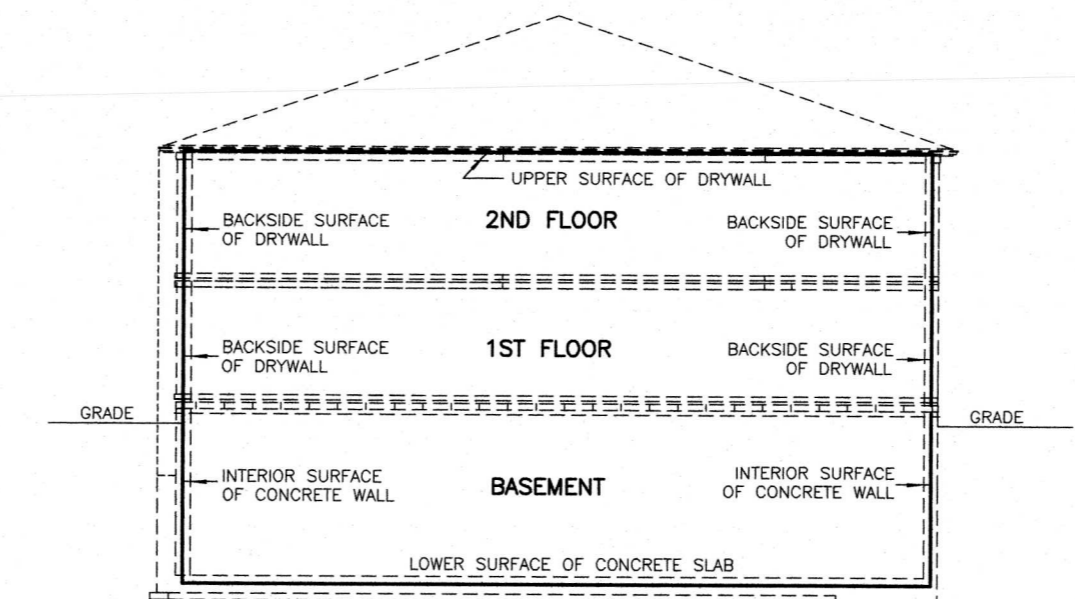
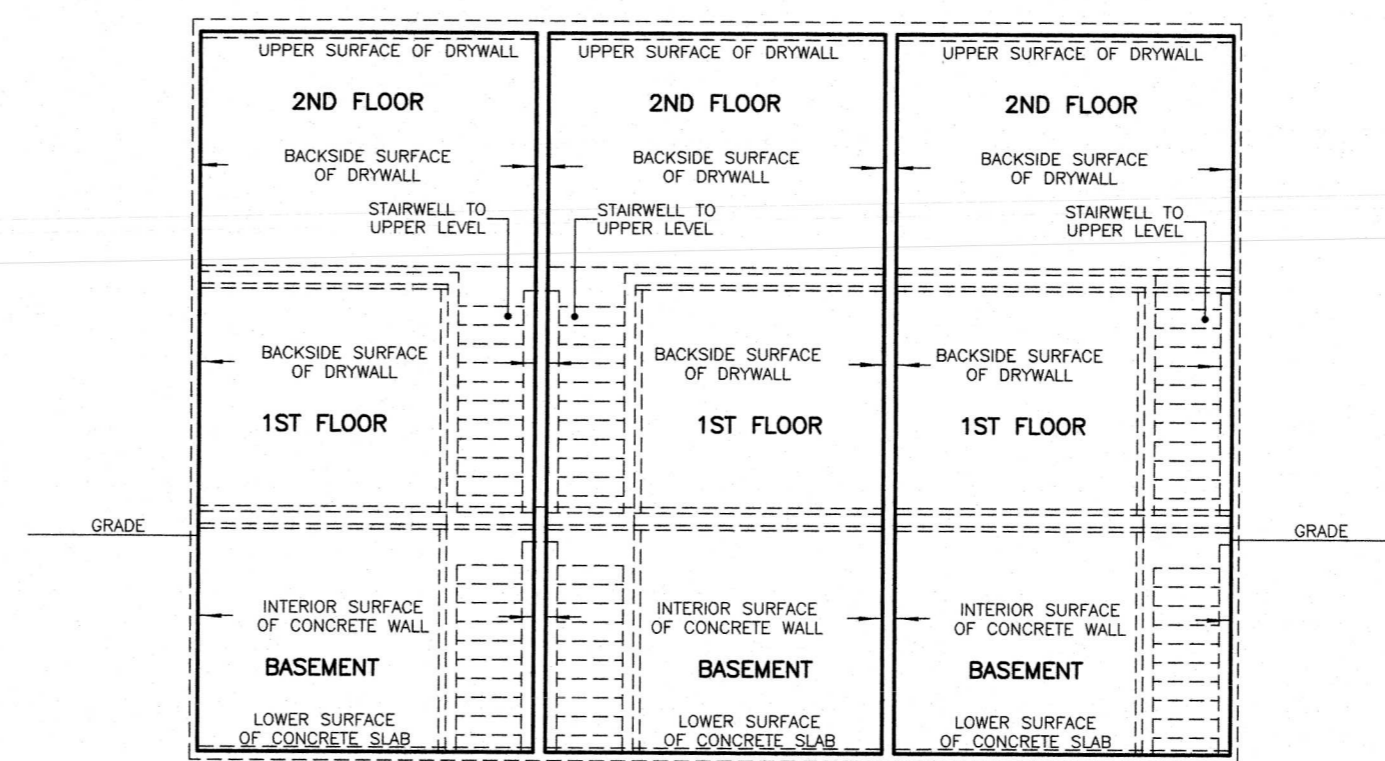
December 14, 2023

Plate 3: Proposed Draft Plan of Condominium
File No. CD 23-02-8 - Reid - 655 Northdale Drive, Woodstock

SUBJECT TO THE CONDITIONS, IF ANY, SET FORTH IN OUR LETTER DATED _____ DAY OF _____, 20____, THIS DRAFT PLAN IS APPROVED UNDER SECTION 51 OF THE PLANNING ACT AND SECTION 9 OF THE CONDOMINIUM ACT 1998, THIS _____ DAY OF _____, 20____.



DRAFT PLAN OF STANDARD CONDOMINIUM
 OF ALL OF
LOT 42
REGISTERED PLAN 579
 IN THE
CITY OF WOODSTOCK
COUNTY OF OXFORD
 SCALE 1 : 200 (METRIC)
 (SCALE IN METRES)
 TERRY P. DIETZ
 ONTARIO LAND SURVEYOR



ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(17) OF THE PLANNING ACT

- | | |
|----------------|--|
| A) AS SHOWN | G) AS SHOWN |
| B) AS SHOWN | H) MUNICIPAL WATER AVAILABLE |
| C) AS SHOWN | I) SANDY CLAY LOAM |
| D) RESIDENTIAL | J) AS SHOWN |
| E) AS SHOWN | K) STORM & SANITARY SEWERS, HYDRO, GAS |
| F) AS SHOWN | L) AS SHOWN |

LAND USE SCHEDULE

SITE AREA: 0.145 ha. (1452.7 sq.m)
 TOTAL NUMBER OF UNITS: 8 RESIDENTIAL (2 STOREY)
 PARKING SPACES: 12
 BUILDING COVERAGE: 355.8 sq.m (24.5%)
 DENSITY: 55.2 RESIDENTIAL UNITS / ha.

- A DENOTES EXCLUSIVE USE PORTION OF THE COMMON ELEMENT (PATIO AREA)
 B DENOTES EXCLUSIVE USE PORTION OF THE COMMON ELEMENT (PORCH AREA)

NOTES

ALL SUBJECT LAND AREAS SHOWN HEREON, WITH THE EXCEPTION OF UNITS, COMPRISES THE COMMON ELEMENT. ALL BALCONIES AND PATIOS SHOWN HEREON ARE DESIGNED FOR EXCLUSIVE USE.

METRIC DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

OWNER'S CERTIFICATE

I HEREBY SUBMIT THIS PLAN OF PROPOSED CONDOMINIUM TO THE CORPORATION OF THE CITY OF LONDON FOR APPROVAL.

DATE _____ GRAHAM REID

SURVEYOR'S CERTIFICATE

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

Sept 27/23
 DATE _____ TERRY P. DIETZ
 ONTARIO LAND SURVEYOR

Callon + Dietz INCORPORATED
 ONTARIO LAND SURVEYORS
 CARLETON PLACE LONDON NORTH BAY
 info@callondietz.com callondietz.com

REGISTRATION NO. 9000

SURVEY BY: CJ DRAWN BY: BW FILE No: 23-25386 PLAN No: X-3472

H:\PROJECTS\2023\23-25386 655 Northdale Condominium Conversion\Drawings\03 DRAFT PLAN (X-3472).dwg September 27, 2023



May 31, 2024

sent via email

Community Planning
City of Woodstock
21 Reeve Street,
Woodstock, ON
N4S 7Y3

Attn: Mr. Eric Gilbert, Manager of Planning

Dear Eric:

**Re: Application for Draft Plan of Condominium (File # CD 23-02-8 – Reid)
Reid Rental Properties
655 Northdale Drive
City of Woodstock**

Our File: RRP/WDK/22-01

On behalf of Reid Rental Properties (the property “Owners”), Zelinka Priamo Ltd. is pleased to submit additional information pertaining to the Draft Plan of Condominium application for the above-noted lands (the “Subject Lands”).

As you know, the purpose of this application is to obtain approval for the conversion of the existing 9-unit townhouse development from one ownership format to condominium ownership.

This application was submitted in November 2023. The application was scheduled for the public meeting on February 12, 2024, however shortly before the meeting concerns were raised by several tenants of the building regarding the condition of the building foundation and the infiltration of water into several units. As a result, the public meeting was deferred. The Consulting Engineer then inspected the foundation and included suggested repairs in a revised Building Condition Assessment Report. This Report was submitted to City staff, reviewed and deemed acceptable.

Subsequently a public meeting was held on April 15, 2024. City of Woodstock Planning Staff prepared a staff report that recommended that the Council of the City of Woodstock advise the County of Oxford that the City **supports** the application (with conditions). At the public meeting, concerns were expressed from members of Council and the public about protecting the rights of the current tenants.

At the Woodstock Council meeting on April 18, 2024, City Council recommended to defer the application to allow for additional information. It is our understanding that what City Council wanted was for the Owners to provide further information to City Planning Staff confirming that communications between the Owners and the tenants have taken place regarding the proposed conversion process to the best of the Owners abilities.

The following is a summary of what communications have taken place to date.

- All the statutory notification procedures under the Planning Act have been completed by City staff.
- In January 2024, the Owners notified all the existing tenants in writing about the proposed application and provided assurances on a number of matters including that the conversion process does not terminate their current tenancy or result in changes to their current rent and lease terms. A copy of this letter dated January 18, 2024, is enclosed.
- In May 2024, the Owners notified all the existing tenants again in writing about the proposed application and provided further assurances. A copy of this letter dated May 6, 2024, is also enclosed. In summary this letter outlined the following matters:
 - What the tenant’s rights and added protections are under the Residential Tenancies Act.
 - The Owners voluntary offer to the tenants of a new 1- or 2-year lease at their current monthly rent; and
 - The Owners voluntary offer to assist the tenants with the cost of obtaining independent legal advice regarding the conversion process.
- The below table provides a summary of the responses from the existing tenants to the May 6, 2024, letter (and the offers contained within):

Tenant	Address	Information
	644 Brant St	<ul style="list-style-type: none">• No response received from tenant
	646 Brant St	<ul style="list-style-type: none">• No response received from tenant• Note: previous conversation was positive and allayed concerns
N/A	648 Brant St	<ul style="list-style-type: none">• Unit is vacant
	650 Brant St	<ul style="list-style-type: none">• Responded to email received May 14, 2024; sent copy of Ontario standard lease & URL for lease & copy of standard appendix used since 2016.• No response received thereafter.

	652 Brant St	<ul style="list-style-type: none"> • Phone call 10 May 2024, and answered questions about need for a new lease. • Tenant decided to stay with current situation (no new lease)
	654 Brant St	<ul style="list-style-type: none"> • No response received from tenant • Note: previous conversation was positive and allayed concerns
	651 Northdale Dr	<ul style="list-style-type: none"> • Responded to email received May 13, 2024; sent copy of Ontario standard lease & URL for lease & copy of standard appendix used since 2016. • Received email 20 May that tenant wants to stay with current situation (no new lease).
	653 Northdale Dr	<ul style="list-style-type: none"> • Unit is vacant
	655 Northdale Dr	<ul style="list-style-type: none"> • Responded to email received May 14, 2024; had phone call 16 May. Went through questions tenant had, all of which was material that was contained in 2nd letter. • Tenant wants to stay with current situation (no new lease)

Again, it is our professional opinion that this proposal represents good land use planning. Woodstock Planning Staff concur with this opinion, and recommended approval of the application. In addition, we provide the following comments on behalf of Owners regarding the development proposal:

- The proposed condominium conversion is consistent with the PPS, generally conforms with the relevant Official Plan policies, and maintains the general intent of the City’s Zoning By-law.
- With respect to the potential impact of conversion on tenants and the potential for displacement, the Residential Tenancies Act includes a number of provisions intended to prohibit displacement and hardship to existing tenants resulting from the conversion of rental units to condominium ownership. These matters were outlined to each tenant. Specifically, the Act provides the following protections for existing tenants where conversion has occurred:
 - *A landlord is prohibited from evicting an existing tenant to give vacant possession to a prospective purchaser of the condominium unit and is prohibited from termination based on possession by the landlord for the purpose of personal*

occupation by the landlord or member of the immediate family. Any purchaser of the condominium unit will not be able to obtain vacant possession while the tenant remains in the unit.

- *Tenants of a converted residential unit are guaranteed the right of ‘first refusal’ to purchase the condominium unit.*
- The Owners submitted an updated Building Condition Assessment Report and a review of the existing structure relative to the Ontario Building Code. Some of the immediate remedial works identified in the assessment report (including that to address potential water leakage) has now been completed.

It is our professional opinion that the proposed development continues to meet all applicable land use polices and regulations and represents an efficient and appropriate use of the subject lands. As such, we would respectfully request that the Woodstock Planning Committee and City Council concurs with the recommendation of its planning staff and supports the application and recommends that Oxford County Council approves the application.

Should you have any questions, or require further information, please do not hesitate to contact our office.

Yours very truly,

ZELINKA PRIAMO LTD.



Dave Hannam, MCIP, RPP

Partner

cc. The Client (Via Email)

Encl.

18 Jan 2024

[Tenant's Name]
[Address]
Woodstock, ON

Dear [Tenant's Name],

**Re: Notice of Intent to Convert Building to Condominiums –
644, 646, 648, 650,652,654 Brant Street; 651, 653, 655 Northdale Drive, Woodstock ON**

We are writing to inform you that we are in the process of applying to convert the townhouse building at Brant Street-Northdale Drive into condominium units. This letter is to outline your rights and explain the forthcoming process.

Your Tenancy: Please be assured that the conversion process does not terminate your current tenancy. The Residential Tenancies Act continues to apply to protect your tenancy and provides additional protections to tenants on condominium conversions. For example, a landlord can evict a tenant if a family member will be moving into a rental unit they own, but that cannot be done to a tenant of a recent condominium conversion.

Right of First Refusal: Upon successful conversion, as an existing tenant, if your unit was put on the market for sale, you will have the right of first refusal to purchase your unit before it is sold to an external buyer.

Process Timeline and Updates: The conversion process involves several stages, including municipal approvals and legal formalities. We anticipate this process to take an additional several months. We will inform you when it is completed.

Rent and Lease Terms: Your current rent and lease terms will remain unchanged following conversion. Following the conversion, depending on the property tax assessment of the unit you live in, if the property taxes go down sufficiently, you would be entitled to a rent reduction. If the property taxes increase, it does not result in an increase in your rent.

Questions and Concerns: We understand you may have questions about this process. Please feel free to reach out to me, Graham Reid, for any questions or clarifications. We appreciate your cooperation during this time and are committed to ensuring a smooth transition for all our tenants.

Sincerely,
Landlord Agent:



Graham Reid
519-639-7136

Phone #:
Email: Reidentalproperties@outlook.com

6 May 2024

[Tenant's Name]
[Address]
Woodstock, ON

Dear [Tenant's Name],

**Re: Update on Condominium Conversion –
644, 646, 648, 650,652,654 Brant Street; 651, 653, 655 Northdale Drive, Woodstock ON**

As you know, we intend to convert the townhouse building at Brant Street-Northdale Drive into condominium units and are in the midst of the application process. A number of you have had questions about the conversion process and our realtor, Mark Burke, was able to speak to almost all of you to help address your specific questions. We want to share some key information and offer assistance in navigating this process.

Your Rights

Know that a condominium conversion does not terminate your current tenancy or increase your rent. The *Residential Tenancies Act* applies to protect your tenancy and provides **additional** protections to tenants on condominium conversions. which includes the following:

- **General protections applicable to all residential tenancies:**
 - Your rent cannot be increased more than once in a 12-month period, and you must receive at least 90-days notice of an upcoming rent increase.
 - Your rent cannot be increased by more than the rent increase guideline. The maximum rent increase for each year is published online at <<https://www.ontario.ca/page/residential-rent-increases>>.
- **Additional protections on conversion:**
 - A landlord **cannot** evict a tenant to move themselves or a family member into a converted condominium rental unit following a condominium conversion. This applies to the tenant living in the unit when the conversion process is undertaken.
 - Upon successful conversion, as an existing tenant, if your unit is put on the market for sale, you will have the right of first refusal to purchase your unit before it is sold to an external buyer.

Following a condominium conversion, your tenancy continues on as it did prior to conversion and you will continue to pay what you were responsible for previously. Tenants do not pay condo fees.

As always, we will continue to follow the Residential Tenancies Act.

Option for a New Lease

We are willing to offer current tenants a new lease (effective July 1 2024) lasting for 1 or 2 years at their current monthly rent.

- **Timeline to respond.** If you wish to exercise this option, please email or call me (Graham Reid) to set up a time to review and sign a new lease on or before Monday 20 May 2024.

If you do not want to sign a new lease, your current rent and lease terms will remain unchanged following conversion and your tenancy would continue as a month-to-month tenancy. Following the conversion, any rent increases would, as outlined above, follow the Landlord and Tenant Board's guidelines.


Access to Legal Counsel

We are pleased to offer you \$175 to defray the cost for you to obtain independent legal advice regarding this. If you would like to take advantage of this offer, please email or call me (Graham Reid) on or before Monday 20 May 2024. You may be able to find legal assistance by way of the Law Society Referral Service (<https://lsrs.iso.ca/lsrs/welcome>), or by contacting community legal service providers that you may be eligible to obtain assistance from (<https://www.cleo.on.ca/en/publications/ontario/southwestern-ontario>).

Any Other Questions and Concerns

We understand you may have questions about this process. Please feel free to reach out to me for any questions or clarifications. We appreciate your cooperation during this time and continue to be committed to providing a great tenancy to all of our residents.

Sincerely,
Landlord Agent:



Graham Reid
519-639-7136

Phone #:
Email:

Reidrentalproperties@outlook.com

From: [REDACTED]
To: [Planning](#)
Subject: File: CD23-02-8
Date: February 6, 2024 1:57:30 PM

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

Dear Mr. Gilbert,

regarding our conversation today.

Firstly, unit 653 Northdale. In conversation with tenant, she reported that there is water leakage in basement, significant. There is a crack that is visible. Tenant reported that Elevate Construction, who are working on site, reviewed the basement but reported that it is foundational problems and they cannot repair basement. Tenant has cell phone video footage of her walking through the water. She has been urged to contact Mr. Gilbert, Planning Oxford County to report and submit footage. Since she has just started a new job so time is of the essence.

Secondly, pictures of tenants private belongings are on view in photo 18, 20, 23, 24, 25, 27, 28 and in photo 18 a tenant is leaving the property. Are there documents on file to confirm that tenants property knowingly agreed to be photographed along with their personal belongings ?
Is this a relevant issue to the integrity of the report ?

Thirdly, section 4.3 of report Front elevation 644-648 Brock St. Should read Brant street not Brock St. Please note accuracy of reporting is important.

These are the issues discussed.

I prefer that my name and telephone remain confidential wherever possible. Thank you for your cooperation.

Sincerely,

Peter Mc Donald

[REDACTED]

From: [REDACTED]
To: [REDACTED]
Cc: [Planning](#)
Subject: RE: Condo Conversion 655 Northdale Dr Reid Rental Properties (CD 23-02-8)
Date: February 7, 2024 4:04:37 PM

From: DEBBIE SOLTA [REDACTED]
Sent: Wednesday, February 7, 2024 8:23 AM
To: Eric Gilbert <egilbert@oxfordcounty.ca>
Subject: Condo Conversion 655 Northdale Dr Reid Rental Properties

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

Hello Mr. Gilbert

I'm writing to you to ask if there is anything that can be done to stop the application of conversion to condos for the above property.

I'm one of the tenants in this 9 unit property.

None of the tenants wants this to go through. No one has the means to buy any of the units, that is why we are renting. Three of us are long time residents and paying under \$900 a month in rent. That is why we stay here, not because it is a luxury townhouse or the landlord is so good to us. We stay because we can't afford to move anywhere else. If this goes through, 8 tenants will be forced out with uncertain futures. One unit is presently empty.

Can you give us any advice on ways to stop this from going through. We are all struggling and can't afford to pay for legal advice.

Any help would be greatly appreciated.

Thank you

Debbie Solta

Sent from my iPhone