

REPORT TO COUNTY COUNCIL

Application for Draft Plan of Condominium and Exemption from Draft Approval CD 25-01-8 – Woodstock Business Centre Inc.

To: Warden and Members of County Council

From: Director of Community Planning

RECOMMENDATIONS

1. That Oxford County Council approve Application CD 25-01-8, submitted by Woodstock Business Centre Inc., for lands described as Part of Lot 10, Plan 41M-82, Part of Lot 9 of RCP 1654, Part 2 of 41R-9080 in the City of Woodstock for draft approval of a proposed common element condominium;
2. And further, that Council approve the application for exemption from the draft plan of condominium approval process submitted by Woodstock Business Centre Inc., (File No. CD 25-01-8), prepared by Rudy Mak Surveying Ltd., for lands described as Part of Lot 10, Plan 41M-82, Part Lot 9 of RCP 1654, Part 2 of 41R-9080, in the City of Woodstock, as all matters relating to the development have been addressed through the Site Plan Approval process.

REPORT HIGHLIGHTS

- The purpose of the application is to consider approval of a common element condominium and exemption from the draft plan of condominium process for a new commercial development in the Regional Commercial Node designation of the City of Woodstock.
- The proposal is consistent with the relevant policies of the Provincial Planning Statement, maintains the general intent of the Official Plan, and complies with the provisions of the City's Zoning By-law.

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




The Planning Act has no public consultation requirements for this type of condominium application.

2023-2026 STRATEGIC PLAN

Oxford County Council approved the [2023-2026 Strategic Plan](#) on September 13, 2023. The Plan outlines 39 goals across three strategic pillars that advance Council's vision of "Working together for a healthy, vibrant, and sustainable future." These pillars are: (1) *Promoting community vitality*, (2) *Enhancing environmental sustainability*, and (3) *Fostering progressive government*.

The recommendations in this report support the following strategic goals:

Strategic Plan Pillars and Goals

PILLAR 1	PILLAR 2	PILLAR 3
		
Promoting community vitality	Enhancing environmental sustainability	Fostering progressive government
Goal 1.2 – Sustainable infrastructure and development Goal 1.3 – Community health, safety and well-being		

See: [Oxford County 2023-2026 Strategic Plan](#)

DISCUSSION

Background

Owner: Woodstock Business Centre Inc.
9300 Goreway Drive Unit 111
Brampton, ON L6P 4N1

Location:

The subject property is described as Part of Lot 10, Plan 41M82, Part of Lot 9 of RCP 1654, Part 2 of 41R-9080 in the City of Woodstock. The property is located on the northwest corner of Juliana Drive and Montclair Drive and is municipally known as 200 Montclair Drive.

County of Oxford Official Plan:

Existing:

Schedule "W-1" City of Woodstock Land Use Plan Regional Commercial Node

City of Woodstock Zoning By-Law 8626-10:

Existing Zoning: Special Regional Commercial Zone (C6-13)

Proposal

An application has been received for approval of a plan of condominium and exemption from the draft approval of condominium process. The application will facilitate condominium ownership of a commercial development consisting of 16 commercial units within 4 buildings.

The subject lands contain 4 buildings, one building containing 7 commercial units, one building containing 6 commercial units, one building containing 2 commercial units and one building containing 1 commercial unit. As indicated by the applicant, each unit will be for the exclusive use of individual owners. All areas outside of the individual units, including the parking area, entrance, and landscaped open space will be held in common ownership.

The owner obtained site plan approval from the City in March 2023 (SP 8-20-01). Further, an amendment was made to the City's Zoning By-law in June 2024 to permit a veterinarian's office on the subject lands (ZN8-24-08).

The subject lands are approximately 9,480 m² (2.34 ac) in area and currently contain a commercial plaza that is under construction.

Surrounding land uses consist primarily of regional commercial uses to the north, west and east, with industrial uses and vacant commercial lands to the south, on the opposite side of Juliana Drive.

Plate 1, Existing Zoning and Location Map, provides the location of the subject property 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 Draft Plan of Condominium, shows the location of the commercial units proposed for individual ownership and the common elements.

Comments

Provincial Planning Statement

Section 2.1(6) of the PPS states that the achievement of complete communities accommodates an appropriate range and mix of land uses, housing and transportation options, employment, public services facilities, recreation and parks, and open space to meet long-term needs. Further, complete communities improve accessibility for people of all ages and abilities and improve social equity and overall quality of life.

Section 2.3.1 of the PPS indicates that settlement areas shall be the focus of growth and development and land use patterns within settlement areas shall be based on densities and a mix of land uses which;

- a) Efficiently use land and resources;
- b) Optimize existing and planned infrastructure and public service facilities;
- c) Support active transportation;
- d) Are transit-supportive as appropriate, and
- e) Are freight supportive.

Further, Section 2.8.1 directs planning authorities to promote economic development and competitiveness by providing for an appropriate mix and range of employment, institutional, and broader mixed uses to meet long-term needs and by providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses.

Official Plan

The subject property is located within the Regional Commercial Node designation according to the City of Woodstock Land Use Plan, as contained in the Official Plan. Regional Commercial Node lands are those lands that are intended to provide for a wide range of commercial uses that meet specialized service and comparison-shopping needs. Regional Commercial Nodes, by reason of their size and range of uses, are regarded as major activity centres and may have trade areas that extend throughout large areas of the County.

Agency Comments

A number of agencies were circulated the proposal to create a common element commercial condominium. No circulated agency expressed concerns with the proposed condominium approval.

City of Woodstock Council

City Council recommended support of the proposed condominium approval and exemption at the City's regular meeting of Council on March 20, 2025.

Planning Analysis

Applications for condominium approval can be dealt with in one of two ways, in accordance with the Condominium Act. The first method generally involves a process similar to an application for draft plan of subdivision where, after appropriate circulation, a proposal receives 'draft' approval which is contingent on the applicant satisfying a number of conditions prior to final approval and registration.

The second process is where the approval of the condominium is exempt from the draft or 'conditional' approval stage and proceeds directly to final approval. The exemption process is intended to apply to proposals that have previously undergone a complete evaluation (i.e. site plan approval) and no further conditions of approval are required by the municipality for the development.

The development received site plan approval from the City in March 2023 (SP 8-20-01-3) and is subject to the conditions of the development agreement that was entered into with the City of Woodstock as part of the site plan approval process. Site plan approval is a thorough process that reviews and addresses the key details that would be reviewed through the condominium approval process. As such, Planning staff are satisfied that the exemption from draft plan approval process is appropriate in this circumstance.

CONCLUSIONS

Planning staff are of the opinion that the proposal is consistent with the relevant policies of the Provincial Planning Statement, maintains the general intent of the Official Plan, and complies with the provisions of the City's Zoning By-law. As such, the application for draft plan of condominium and exemption from the draft approval process can be supported from a planning perspective.

SIGNATURES

Original Signed By _____

Justin Miller
Development Planner

Departmental Approval:

Original Signed By _____

Eric Gilbert, MCIP, RPP
Manager of Development Planning

Original Signed By _____

Paul Michiels
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 Plan of Condominium