

**To: Mayor and Members of City of Woodstock Council**

**From: Justin Miller, Development Planner, Community Planning**

## **Application for Draft Plan of Condominium and Exemption from Draft Plan Approval CD25-01-8 – Woodstock Business Centre Inc.**

### **REPORT HIGHLIGHTS**

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- The purpose of the application is to consider approval of a common element condominium and exemption from the draft plan condominium process to for a new commercial development in the Regional Commercial 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.

### **DISCUSSION**

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#### **Background**

APPLICANT/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 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 known municipally as 200 Montclair Drive.

COUNTY OF OXFORD OFFICIAL PLAN:

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 m<sup>2</sup> (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 to the south, and vacant commercial lands to the south on the opposite side of Juliana Drive.

Plate 1, Existing Zoning & 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 or individual ownership and the common elements.

## **Application Review**

### 2024 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.

### 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.

ZONING BY-LAW:

The subject property is zoned 'Special Regional Commercial (C6-13)' according to the City's Zoning By-Law. The C6-13 Zone permits a wide variety of commercial uses, including a medical clinic, drug store, retail store and veterinary clinic.

AGENCY REVIEW:

A number of agencies were circulated the proposal to create condominium ownership of the development. No circulated agency expressed concerns with the proposed condominium approval.

## **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.

As noted, 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; due to this thorough process, the requested exemption can be considered appropriate.

As the proposal facilitates the development of a commercial development within a fully serviced settlement area, Planning staff are of the opinion that the proposal is consistent with the policies of the PPS.

The proposal is also in keeping with the 'Regional Commercial Node' policies of the Official Plan, and the proposed development creates a multiple unit commercial development. Further, no concerns were raised with respect to compliance with commercial development standards or relevant codes, and the design of the proposed development was approved by the City during the site plan approval process.

Based on a review of the draft plan of condominium it would appear that the proposed development meets the relevant provisions of the 'C6-13' Zone.

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.

## **RECOMMENDATIONS**

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**That the Council of the City of Woodstock advise County Council that the City supports the application for draft approval of a proposed condominium 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 41M82, Part Lot 9 of RCP 1654, Part 2 of 41R-9080, in the City of Woodstock.**

**And further, that the Council of the City of Woodstock advise County Council that the City supports 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 41M82, 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 and a registered site plan agreement with the City of Woodstock.**

## **SIGNATURES**

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**Authored by:**            *Original signed by*

Justin Miller  
Development Planner

**Approved for submission:**    *Original signed by*

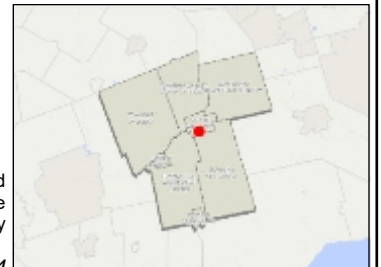
Eric Gilbert, MCIP, RPP  
Manager of Development Planning



**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**



0 102 205 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

March 21, 2024





**Legend**

- Parcel Lines**
- Property Boundary
  - Assessment Boundary
  - Unit
  - Road
  - Municipal Boundary

**Notes**



0 51 102 Meters

NAD\_1983\_UTM\_Zone\_17N



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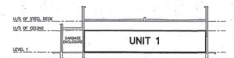
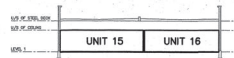
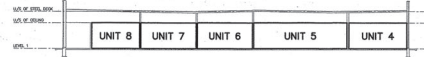
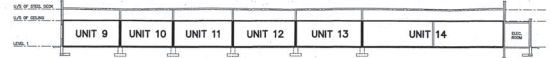
March 21, 2024



Plate 3: Draft Plan of Condominium  
 File No.: CD 25-01-8: Woodstock Business Centre Inc.  
 Plan 41M82, Pt. 10, Part 2, 41R9080 Part Lot 9 - 200 Montclair Drive, City of Woodstock

PLAN OF SURVEY OF PART OF  
 PART OF LOT 10  
 REGISTERED PLAN 41M-82  
 AND PART OF LOT 9  
 REGISTRAR'S COMPILED PLAN 1654  
 CITY OF WOODSTOCK  
 COUNTY OF OXFORD

SCALE: 1 : 250  
 RUDY MAK SURVEYING LTD.



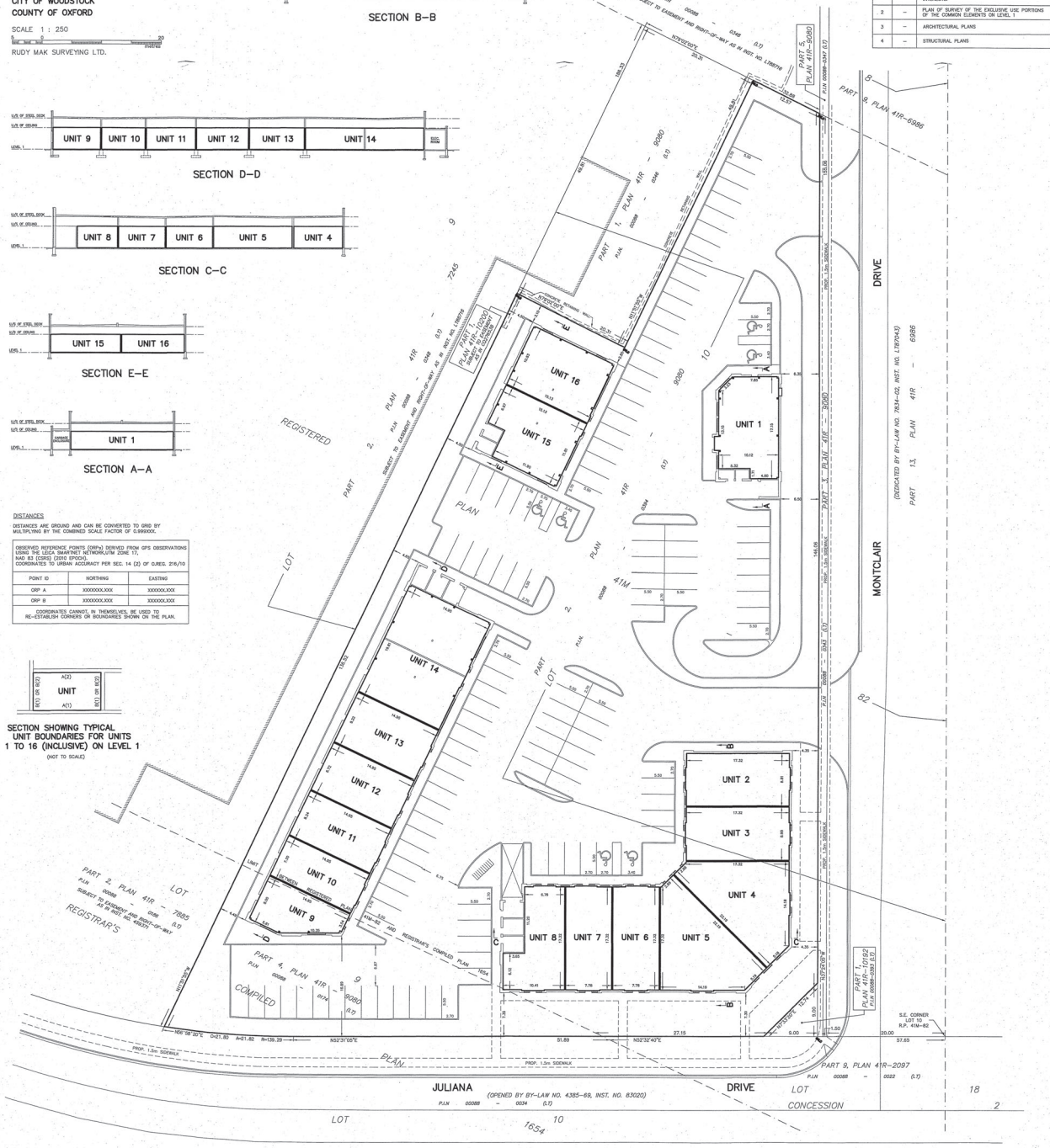
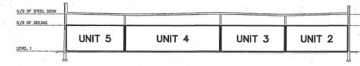
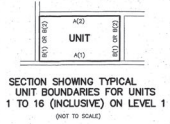
**DISTANCES**

DISTANCES ARE GIVEN AND CAN BE CONVERTED TO FEET BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99999.

OBSERVED REFERENCE POINTS (ORP) DERIVED FROM GPS OBSERVATIONS USING THE LOCAL QUANTUM SURVEILLANCE ZONE 17, NAD 83 (CSRS) (GSD) EPOCH, COORDINATED TO UTM ACCURACY FOR SEC. 14 (Q) OF CODED. 2016/10

POINT ID	SUBSTRATE	DATE/TIME
ORP-A	3000000.000	300000.000
ORP-B	3000000.000	300000.000

COORDINATES CANNOT BE TRUSTED, USE USED TO RE-ESTABLISH CORNER OR BOUNDARIES SHOWN ON THE PLAN.



**OXFORD STANDARD CONDOMINIUM PLAN No.**  
**PART 1 OF 4 PARTS**  
**SHEET 1 OF 1 SHEET**

**INDEX OF PLAN SHEETS**

NO.	SHEET(S)	DESCRIPTION
1	1	PLAN OF SURVEY OF THE CONDOMINIUM PROPERTY, DESCRIPTION OF THE UNITS ON LEVEL 1 AND ILLUSTRATION OF THE RESERVES AND APPURTENANT INTERESTS
2	-	PLAN OF SURVEY OF THE EXCLUSIVE USE PORTIONS OF THE COMMON ELEMENTS ON LEVEL 1
3	-	ARCHITECTURAL PLANS
4	-	STRUCTURAL PLANS

REGISTERED IN THE LAND REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF OXFORD (No. 41) AT WOODSTOCK, AT \_\_\_\_ O'CLOCK ON THE \_\_\_\_ DAY OF \_\_\_\_ 2025.

**SURVEYOR'S CERTIFICATE**  
 I CERTIFY THAT:  
 1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT, THE CONDOMINIUM ACT (1998) AND THE LAND TITLES ACT AND THE REGULATIONS MADE THEREUNDER.  
 2) THE SURVEY WAS COMPLETED ON \_\_\_\_ DAY OF \_\_\_\_ 2025.  
 3) THE DIAGRAMS OF THE UNITS SHOWN ON THIS PLAN ARE SUBSTANTIALLY ACCURATE.

DATE: March 4, 2025  
 RUDY MAK  
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER \_\_\_\_\_  
 DECLARATION REGISTERED AS No. \_\_\_\_\_

THIS PLAN COMPRESSES ALL OF P.L.N. 0098-0394 (L1) AND 0098-0714 (L1)

**SCHEDULE OF APPURTENANT AND SERVIENT INTERESTS (PURSUANT TO SECTION 8 (3) (a) AND (c) OF THE CONDOMINIUM ACT)**

PART	PLAN	DESCRIBED IN	NOTES
TOGETHER WITH APPURTENANT INTERESTS			
SUBJECT TO SERVIENT INTERESTS	1	41M-1020	0079038

**NOTES AND LEGEND**  
**BEARING NOTE**  
 BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A TO B, BY REAL TIME NETWORK (RTN) OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (GSD) EPOCH.

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

**LEGEND**  
 ■ DENOTES FOUND SURVEY MONUMENT  
 SSB DENOTES STANDARD IRON BAR  
 SSB DENOTES SHORT STANDARD IRON BAR  
 ID DENOTES IRON BAR  
 (AND) DENOTES ANCHORAGE, BARRY A MCKAY, O.L.S.  
 (WT) DENOTES WITNESS  
 --- DENOTES UNIT BOUNDARIES AND BOUNDARIES OF THE COMMON ELEMENT  
 --- DENOTES EXTERIOR FACE OF BUILDING WALL

**UNIT BOUNDARY DEFINITIONS FOR INDUSTRIAL UNITS** (SEE ILLUSTRATIONS)  
**A. THE VERTICAL UNIT BOUNDARIES ARE:**  
 (1) THE UPPER SURFACE AND PLANE OF THE CONCRETE FLOOR SLAB.  
 (2) THE LOWER SURFACE AND PLANE OF THE CEILING JOISTS.  
**B. THE HORIZONTAL UNIT BOUNDARIES ARE:**  
 (1) THE EXTERIOR SURFACE AND PLANE OF THE BRICKWALL SHEATHING AND PRODUCTION.  
 (2) THE UNFINISHED UNIT SIDE SURFACE OF THE EXTERIOR DOORS ON A CLOSED POSITION, DOOR FRAMES AND WINDOW ON A CLOSED POSITION AND WINDOW FRAMES, AND THE UNIT SIDE SURFACE OF ALL THE SLAB PANELS CONTAINED THEREIN.  
 (3) IN THE VICINITY OF DUCTS, PIPE SPACES AND CONCRETE COLUMNS THE UNIT BOUNDARIES ARE THE EXTERIOR SURFACE OF THE BRICKWALL SHEATHING ENVELOPING SAID DUCTS, PIPE SPACES AND CONCRETE COLUMNS.

NOTE THAT DIMENSIONING IS SHOWN ON PART 1, SHEET 1, THE DIMENSIONS CONTROLLING THE EXTENT AND LOCATION OF THE UNITS ARE THE WALLS. THE FLOORING SHALL BE CEILING AND OTHER PHYSICAL FEATURES AND MORE PARTICULARLY DESCRIBED IN SCHEDULE C OF THE DECLARATION.  
 THE STRUCTURE SHOWN HEREON IS A 4-STORY BUILDING ON A CONCRETE FOUNDATION.  
 BUILDING THIS ARE TYPICAL TO THE CONCRETE FOUNDATION UNLESS OTHERWISE NOTED.  
 FOR DESCRIPTION OF APPURTENANT AND SERVIENT INTERESTS, SEE SCHEDULE A OF THE DECLARATION.

**FINAL APPROVAL - PLAN OF CONDOMINIUM**  
 PARTS 1 TO 4 ARE HEREBY APPROVED AND PARTS 1 & 2 DESCRIBED HEREIN SECTION 4(1) OF THE CONDOMINIUM ACT, 1998 AND SECTION 8.1(1) OF THE PLANNING ACT, R.S.O. 1990.  
 DATED AT THE CITY OF WOODSTOCK, COUNTY OF OXFORD ON THE \_\_\_\_ DAY OF \_\_\_\_ 2025.

NAME \_\_\_\_\_  
 DIRECTOR OF DEVELOPMENT SERVICES  
 THE CORPORATION OF THE CITY OF WOODSTOCK

**CERTIFICATE OF DECLARANT**  
 THIS IS TO CERTIFY THAT THE PROPERTY INCLUDED IN THIS PLAN HAS BEEN Laid OUT INTO UNITS AND COMMON ELEMENTS IN ACCORDANCE WITH MY INSTRUCTIONS.  
 DATED AT WOODSTOCK ON THE \_\_\_\_ DAY OF \_\_\_\_ 2025.  
 RUDY MAK  
 ONTARIO LAND SURVEYOR

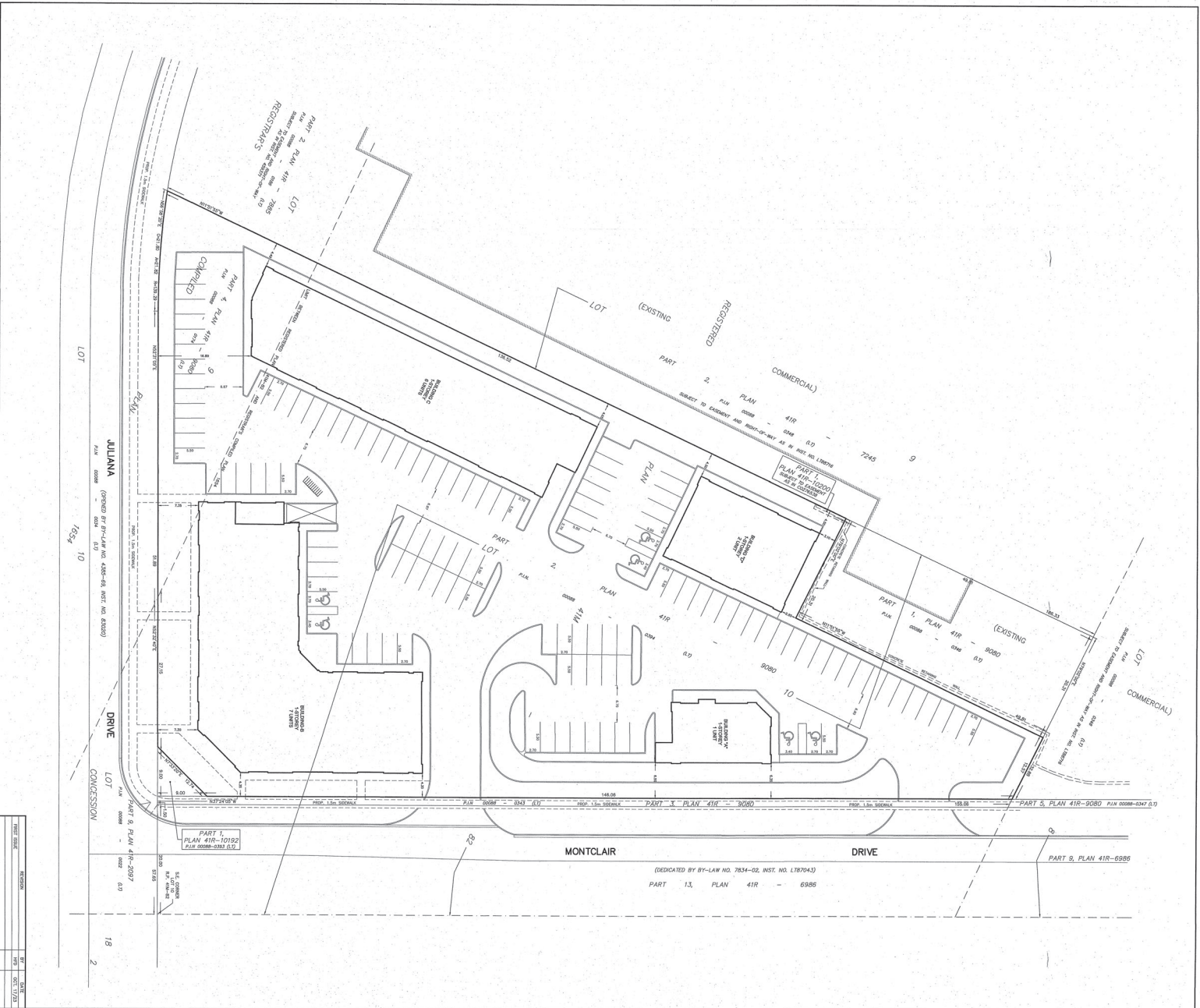
**RUDY MAK SURVEYING LTD.**  
 ONTARIO LAND SURVEYORS  
 732 DUNE OP STREET WEST  
 BARRIE, ONTARIO L4N 8Y1 (705) 732-3845  
 E-MAIL: MA@RUDYMAKSURVEYING.COM  
 DRAWN BY: MFD CHECK BY: \_\_\_\_\_ FILE NO. 19222-CL

**REVISION**

NO.	DESCRIPTION	BY	DATE
FIRST ISSUE		MFD	OCT 23/23
UPDATED		MFD	FEB 28/25
UPDATED		MFD	FEB 28/25

JULIANA (OPENED BY BY-LAW NO. 4385-88, INST. NO. 83202)  
 PLAN 00888 - 0584 (S.D)





DATE	REVISION	BY	CHKD
17/03/23			
15/03/23			
14/03/23			

SCALE: 1" = 250'  
 RUDY MARK SURVEING LTD.  
 1854 JULIANA DRIVE  
 WOODSTOCK, ONTARIO N4Y 2P9  
 TEL: 519-335-1222



**LEGEND**

- EXISTING BUILDING
- EXISTING DRIVEWAY
- EXISTING SIDEWALK
- EXISTING DRIVEWAY
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- EXISTING SIDEWALK

**NOTES**

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE ZONING BY-LAW AND THE SUBDIVISION ACT.
2. THE DEVELOPER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE RELEVANT AGENCIES.
3. THE DEVELOPER SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. THE DEVELOPER SHALL MAINTAIN ALL EXISTING UTILITIES AND SERVICES.
5. THE DEVELOPER SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND SIDEWALKS.
6. THE DEVELOPER SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND SIDEWALKS.
7. THE DEVELOPER SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND SIDEWALKS.
8. THE DEVELOPER SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND SIDEWALKS.
9. THE DEVELOPER SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND SIDEWALKS.
10. THE DEVELOPER SHALL MAINTAIN ALL EXISTING DRIVEWAYS AND SIDEWALKS.

NO.	DESCRIPTION	AREA (SQ. FT.)	VOLUME (CU. YD.)
1	GRAVEL DRIVEWAY	1200	1200
2	GRAVEL DRIVEWAY	1200	1200
3	GRAVEL DRIVEWAY	1200	1200
4	GRAVEL DRIVEWAY	1200	1200
5	GRAVEL DRIVEWAY	1200	1200
6	GRAVEL DRIVEWAY	1200	1200
7	GRAVEL DRIVEWAY	1200	1200
8	GRAVEL DRIVEWAY	1200	1200
9	GRAVEL DRIVEWAY	1200	1200
10	GRAVEL DRIVEWAY	1200	1200

**EXISTENCES**

ALL EXISTENCES ARE SHOWN AS OF THE DATE OF THE SUBMISSION OF THIS PLAN. THE DEVELOPER SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL EXISTENCES PRIOR TO CONSTRUCTION.

**REMARKS**

ALL DISTANCES ARE SHOWN AS OF THE DATE OF THE SUBMISSION OF THIS PLAN. THE DEVELOPER SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL EXISTENCES PRIOR TO CONSTRUCTION.

**STANDARD NOTES**

ALL DISTANCES ARE SHOWN AS OF THE DATE OF THE SUBMISSION OF THIS PLAN. THE DEVELOPER SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL EXISTENCES PRIOR TO CONSTRUCTION.

**ADDITIONAL INFORMATION REQUIRED UNDER SECTION 51(7) OF THE PLANNING ACT**

A. AS SHOWN B. AS SHOWN C. AS SHOWN D. AS SHOWN E. AS SHOWN F. AS SHOWN G. AS SHOWN H. AS SHOWN I. AS SHOWN J. AS SHOWN K. AS SHOWN L. AS SHOWN M. AS SHOWN N. AS SHOWN O. AS SHOWN P. AS SHOWN Q. AS SHOWN R. AS SHOWN S. AS SHOWN T. AS SHOWN U. AS SHOWN V. AS SHOWN W. AS SHOWN X. AS SHOWN Y. AS SHOWN Z. AS SHOWN

**COMPLIANCE CERTIFICATE**

I, the undersigned, being a duly qualified and licensed Professional Engineer, do hereby certify that the above described plan and specifications comply with the provisions of the Planning Act and the Zoning By-Law, and that the same are in accordance with the requirements of the said Act and By-Law.

*[Signature]*  
 PROFESSIONAL ENGINEER  
 REG. NO. 12345

**KEY PLAN**

A 1:50,000 scale map showing the location of the subject property within the City of Woodstock, Ontario.

**PART OF LOT 10 REGISTERED PLAN 41R-82 AND PART OF LOT 9 REGISTER'S COMPILED PLAN 1854 CITY OF WOODSTOCK COUNTY OF OXFORD**

**SCALE 1" = 250'**

**RUDY MARK SURVEING LTD.**