

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

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

## **Applications for Consent and Zone Change B23-14-8; ZN8-23-04**

### **REPORT HIGHLIGHTS**

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- The application for consent proposes to sever vacant lands that are intended to be developed for 6 townhouse dwelling units; the retained lands are intended to be developed for 5 street fronting townhouse dwelling units.
- The application for zone change is required to facilitate the proposed townhouse developments. The subject lands are currently zoned Residential Zone 1 (R1) and are proposed to be rezoned to Special Residential Zone 3 (R3-sp).
- Planning staff are recommending that the applications be supported as the proposal is consistent with the Provincial Policy Statement and maintains the intent and purpose of the Official Plan.

### **DISCUSSION**

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#### **Background**

APPLICANT/OWNER: Oxford Builders Inc.  
504875 Old Stage Road, Woodstock, ON N4S 7V8

AGENT: Barron Planning Consulting  
628 Lakeview Drive, Woodstock ON N4T 0A5

LOCATION:

The subject lands are described as Part Lots 9 and 10, Plan 86 in the City of Woodstock. The lands are located on the south side of Park Row, between Ingersoll Road and Canrobert Street, and are municipally known as 52 and 58 Park Row.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule "W-1"	City of Woodstock Land Use Plan	Residential
Schedule "W-3"	City of Woodstock Residential Density Plan	Low Density Residential

CITY OF WOODSTOCK ZONING BY-LAW 5899-81:

Existing Zoning: Residential Zone 1 (R1)  
Requested Zoning: Special Residential Zone 3 (R3-sp)

PROPOSAL:

	<u>RETAINED LOT</u>	<u>SEVERED LOT</u>
Area	1,317 m <sup>2</sup> (14,176.1 ft <sup>2</sup> )	2,782 m <sup>2</sup> (29,945.2 ft <sup>2</sup> )
Frontage	37.8 m (115.8 ft)	10 m (32.8 ft)
Depth	35.3 m (124 ft)	91.1 m (298.9 ft)

The application for consent proposes to sever vacant lands to facilitate the development of 11 townhouse units on two separate lots (one lot containing 6 units and one lot containing 5 units). The severed and retained lots front on Park Row, and the dimensions of the lots to be severed and retained are detailed above.

The applicants have also proposed a zone change to support the proposed development. To appropriately zone the proposed severed and retained lands, a Special R3 zone is required. The R3 Zone permits a number of residential uses, including a street-row dwelling house and horizontally-attached dwelling house. The proposed special provision is required to reduce the minimum lot frontage for the severed lands from 20 m (65.6 ft) to 10 m (32.8 ft) and to reduce the interior side yard width from 3 m (9.8 ft) to 1.5 m (4.9 ft).

Surrounding land uses include a mix of low density residential development comprising primarily single detached and semi-detached dwellings, and clustered townhouse development in close proximity to the south.

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

Plate 2, Aerial Map (2020), provides an aerial view of the subject lands and immediate vicinity.

Plate 3, Applicant's Sketch 1, depicts the proposed configuration of the lands to be severed and retained.

Plate 4, Applicant's Sketch 2, depicts the proposed configuration of the lands, including the location of the proposed structures and parking.

## **Application Review**

### 2020 Provincial Policy Statement

Section 1.1.3.1 of the Provincial Policy Statement (PPS) directs that settlement areas will be the focus of growth, and their vitality and regeneration shall be promoted.

Section 1.1.3.3 of the PPS directs that planning authorities shall identify appropriate locations and promote opportunities for intensification and redevelopment, where this can be accommodated, taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.

Further, Section 1.4.3 of the PPS directs that planning authorities shall provide for an appropriate mix of housing types and densities to meet projected requirements of current and future residents of the regional market area by:

- Establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households;
- Permitting and facilitating all forms of residential intensification and redevelopment and all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements;
- Directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs;
- Promoting densities for new housing which efficiently uses land, resources, infrastructure and public service facilities, and support the use of active transportation and transit areas where it exists or is to be developed; and
- Establishing development standards for residential intensification, redevelopment and new residential development, which minimize the cost of housing and facilitate compact form while maintaining appropriate levels of public health and safety.

### Official Plan

The subject lands are designated 'Low Density Residential' according to the City of Woodstock Land Use Plan.

According to Section 7.2.3.1 of the Official Plan, the objective for all residential designations within the City is to provide a supply of residential lands for a broad range of dwelling types through residential intensification. Additionally, the policies state that a choice of dwelling types is to be provided by designating lands throughout the City to satisfy a broad range of housing requirements for existing and future residents.

According to Section 7.2.4, Low Density Residential (LDR) Districts are those lands that are primarily developed or planned for a variety of low-rise, low density housing forms including single detached, semi-detached, duplex and converted dwellings, street-fronting townhouses, quadraplexes, low density cluster development and low rise apartments. In these districts, 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 however that the full range of housing will be permitted in every individual neighbourhood or development and Council may choose to restrict the range of uses permitted in a particular location through the Zoning By-law.

The maximum net residential density for an individual development in the LDR district is 30 units per hectare (12 units per acre) and no building shall exceed three storeys in height at street elevation. Within newly developing LDR areas, the overall net residential density shall be 22 units per hectare (9 units per acre).

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 district. To achieve this density target, Council will support a variety of lot sizes and configurations, the development of low rise multiple units and will consider narrower road widths in plans of subdivision and private roads within condominium developments in areas of new LDR development.

Further, multiple unit dwellings, such as cluster units and townhouses, will generally be restricted to sites which abut arterial or collector roads or are situated such that traffic impacts from the site create minimum disturbance on local streets; sites where the topography or other natural features would be best preserved by fewer buildings; and sites which are close to community servicing uses, schools, shopping plazas, day care facilities, churches, arenas and parks.

### Zoning By-law

The applicant proposes to rezone the subject lands from 'R1' to 'R3-sp' to permit 11 horizontally-attached dwelling units (townhouses) on two properties (subject to the associated severance application). The applicants also require site-specific zoning to reduce the minimum lot frontage for the severed lands to 10 m (32.8 ft) from 20 m (65.6 ft) and to reduce the interior side yard depth from 3 m (9.8 ft) to 1.5 m (4.9 ft).

The minimum lot frontage requirement is intended to ensure that sufficient frontage is provided to ensure adequate space for off-street parking, property maintenance, grading and drainage. Similarly, the minimum interior side yard depth is provided to ensure that sufficient space is provided for property maintenance, grading and drainage.

### Agency Comments

The City of Woodstock Engineering Department (Building Division) provided the following comments:

We have reviewed the applications for consent and zone change to sever a parcel with a frontage of 10 m, depth of 91 m, area of 2782 sq m for a future townhouse development, containing 6 townhouse units. The lot to be retained would have a frontage of 37.8 m, depth of 35.3 m, area of 1317 sq m and would contain 5 townhouse units.

The application for zone change proposes to rezone the subject lands from Residential Zone 1 (R1) to Special Residential Zone 3 (R3-sp) to provide for a reduced interior side yard width of 2 m for the townhouse development on the lot to be retained, and to permit a reduced lot frontage of 10 m and reduced interior side yard width of 1.5 m for the lot to be severed.

We offer the following comments.

Part 1 (proposed to be zoned R3-special)

1. The applicant is proposing five (5) street facing townhouses.
2. The site requires relief to reduce the required interior side yard widths from 3m to 2m.

Part 2 (proposed to be zoned R3-special)

1. The applicant is proposing to construct six (6) horizontally attached dwelling houses.
2. Relief is required to reduce the lot frontage from 20m to 10m.
3. Relief is required to reduce the interior side yard depth from 3m to 1.5m.
4. A 6m wide fire lane shall be provided for fire truck access to the rear units.

Further to my comments, we provide the additional comments in respect to the Consent application.

1. The applicant is proposing to create two (2) townhouse sites, with the lot to be retained containing five (5) street facing townhouses and the severed lot considered a rear yard infill containing six (6) townhouses.
2. The zone deficiencies are identified above. The consent application will be subject to the proposed zone change being approved.
3. Site plan approval may not be required if the properties are developed after the severance. We can include a condition in the Notice of Decision for consent to install privacy fencing.
4. The comments below have been revised in regard to site plan requirements.

If approved, please include the following conditions in the Notice of Decision for Consent.

- The retained and severed parcels be appropriately rezoned.
- The Owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.
- The owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City of Woodstock regarding the installation of services and drainage facilities.
- The Owner will be required to enter into a severance agreement for the severed parcel with the City of Woodstock. The agreement will be registered on first title by the owner.
- The Owner shall remove all existing structures on the severed and retained parcels to the satisfaction of the City of Woodstock Building Department.

The City of Woodstock Engineering Department (Development Division) provided the following comments:

1. Municipal services are available on Park Row.
2. Our understanding is that the owner intends to further subdivide the 5-unit townhouse block proposed on the retained lot to create 5 individual street fronting lots.
3. Last year, the City reconstructed Park Row and coordinated with the owner to install services in anticipation of the above noted applications. The owner's share of the cost to install services has been calculated to be \$40,920.46.
4. If approved, servicing, grading, SWM, etc. will be reviewed in further detail at time of site plan approval or building permit review.
5. If approved, please include the following conditions:
  - a. The owner shall provide confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or easements created. Any proposed easements shall be reviewed by the City.
  - b. The City will prepare a severance agreement for the subject lands. The owner is required to register the severance agreement on title as a first charge.
  - c. The owner shall agree, in writing, to satisfy all requirements, financial and otherwise, of the City regarding the installation of services and drainage facilities.
  - d. The owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.

The County Public Works Department provided the following comments:

- All the proposed 5 town houses units should have separate set of services (Water/Sanitary) which is available on Park Row, as our understanding is that the owner intends to further subdivide the 5-unit townhouse block proposed on the retained lot to create 5 individual street fronting lots and any/all services crossing the proposed property line be disconnected to the satisfaction of the County of Oxford Public Works Department. Similarly, 1 set of services shall be provided to the severed lot – extension of services beyond property line (and servicing of individual units) will be private infrastructure. Water metering strategy will need to be confirmed (depends on intent to maintain single ownership or not) & approved by Oxford County.
- If approved, a condition of severance shall be that the owner agrees to satisfy all requirements, financial and otherwise, of the County, regarding the installation of water & sanitary sewer services to both the proposed severed and retained lots, to the satisfaction of the County.
  - o A site servicing plan shall be provided to the satisfaction of County.

Note: Further comments will be provided based on proposed development on lot to be severed regarding services and related.

#### Public Consultation

Notice of the applications for consent for consent and zone change was provided to the public and surrounding property owners in accordance with the requirements of the Planning Act. At the time of writing this report, no comments were received resulting from the public notice.

#### **Planning Analysis**

The purpose of the application is to rezone the subject lands to facilitate the development of 11 townhouse units on two properties via the consent applications described in this report.

The proposed development of the subject lands will provide more housing choice for the residents of Woodstock and is considered to be an efficient use of the lands, municipal services and infrastructure. It is the opinion of this Office that the subject application is consistent with the housing, intensification, and redevelopment policies of the PPS. Additionally, staff are of the opinion that this proposal will assist in providing a mix of housing types and tenures for current and future residents of the City.

The subject lands are approximately 4,099 m<sup>2</sup> (13,448.2 ft<sup>2</sup>) in area, and the applicant's proposal is to develop 11 residential townhouse units; five units fronting Park Row, and 6 units served by an internal, private lane with direct access to Park Row. The lands are separated from Ingersoll Road by a single lot and Ingersoll Road is considered an arterial road in the County's Official Plan. The proposal constitutes a net residential density of approximately 26.8 units per hectare (11 units per acre).

Planning staff are satisfied that the proposal will have minimal impact on the character of the existing neighbourhood, which includes single-detached dwellings, and townhouse dwellings (in close proximity to the south).

As previously outlined, the applicant is requesting a zone change from 'Residential Zone 1 (R1)' to 'Special Residential Type 3 (R3-sp).' The R3 zone permits horizontally-attached dwelling houses. The special provision proposed for this development will implement a minimum lot frontage for the severed lands from 20 m (65.6 ft) to 10 m (32.8 ft) and to reduce the interior side yard depth from 3 m (9.8 ft) to 1.5 m (4.9 ft) for the entire development. Planning staff are of the opinion that the reduced frontage is appropriate as the proposed 10 m (32.8 ft) provides sufficient room for emergency vehicles to enter the site, and the subject lands significantly widen to 47.8 m (124 ft) behind the lands to be retained. The proposed reduced interior side yard width is consistent with homes with attached garages in the R1 Zone, will provide sufficient space for drainage and grading, and the applicant has shown garages serving each townhouse unit on the proposal. Further, the reduced side yard setback will be most impactful to the property to the east, where the dwelling is located a significant distance of approximately 6.5 m (21.3 ft) from the property line.

In light of the foregoing analysis, Planning staff are satisfied that the proposed zone change and consent are consistent with the policies of the Provincial Policy Statement and the Official Plan respecting the development of a townhouse development and can be supported from a planning perspective.

## **RECOMMENDATIONS**

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### **B23-14-8:**

**It is recommended that Woodstock Council advise the Land Division Committee that the City supports the proposal to sever the subject property, subject to the following conditions:**

- 1. The owner shall enter into a Severance Agreement with the City of Woodstock as set forth in the City of Woodstock By-law No. 5266-76, and amendments thereto. The agreement will be registered on title by the owner, to the satisfaction of the City of Woodstock.**
- 2. The owner provides confirmation of the location of any existing overhead or underground services installed to the retained and severed lots. Services cannot traverse the adjoining lots and any conflicts must be re-directed or an easement created. Any proposed easements shall be reviewed by the City of Woodstock.**
- 3. The owner shall satisfy all requirements, financial and otherwise, of the City of Woodstock and the County of Oxford, regarding the installation of services and drainage facilities.**
- 4. The owner shall submit a recent survey to confirm lot sizes and building setbacks to the satisfaction of the City of Woodstock.**
- 5. The proposed severed and retained lands be appropriately zoned.**
- 6. The owners shall remove all structures on the proposed severed and retained lands to the satisfaction of the City of Woodstock Building Department.**
- 7. A site servicing plan shall be provided to the satisfaction of the County of Oxford Public Works Department.**

8. The Clerk of the City of Woodstock advise the Secretary-Treasurer of the Land Division Committee that all requirements of the City of Woodstock have been complied with.

**ZN8-23-04:**

It is recommended that the Council of the City of Woodstock approve in-principle the zone change application submitted by Oxford Builders, whereby the lands described as as Part Lots 9 and 10, Plan 86, City of Woodstock are to be rezoned from Residential Zone 1 (R1) to 'Special Residential Zone 3 (R3-sp)' to facilitate the development of 11 townhouse units on two separate lots (one lot containing 6 units and one lot containing 5 units) and to support the severance of those lots.

## **SIGNATURES**

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Authored by:

*Original signed by*

Justin Miller  
Development Planner

Approved for submission by:

*Original signed by*

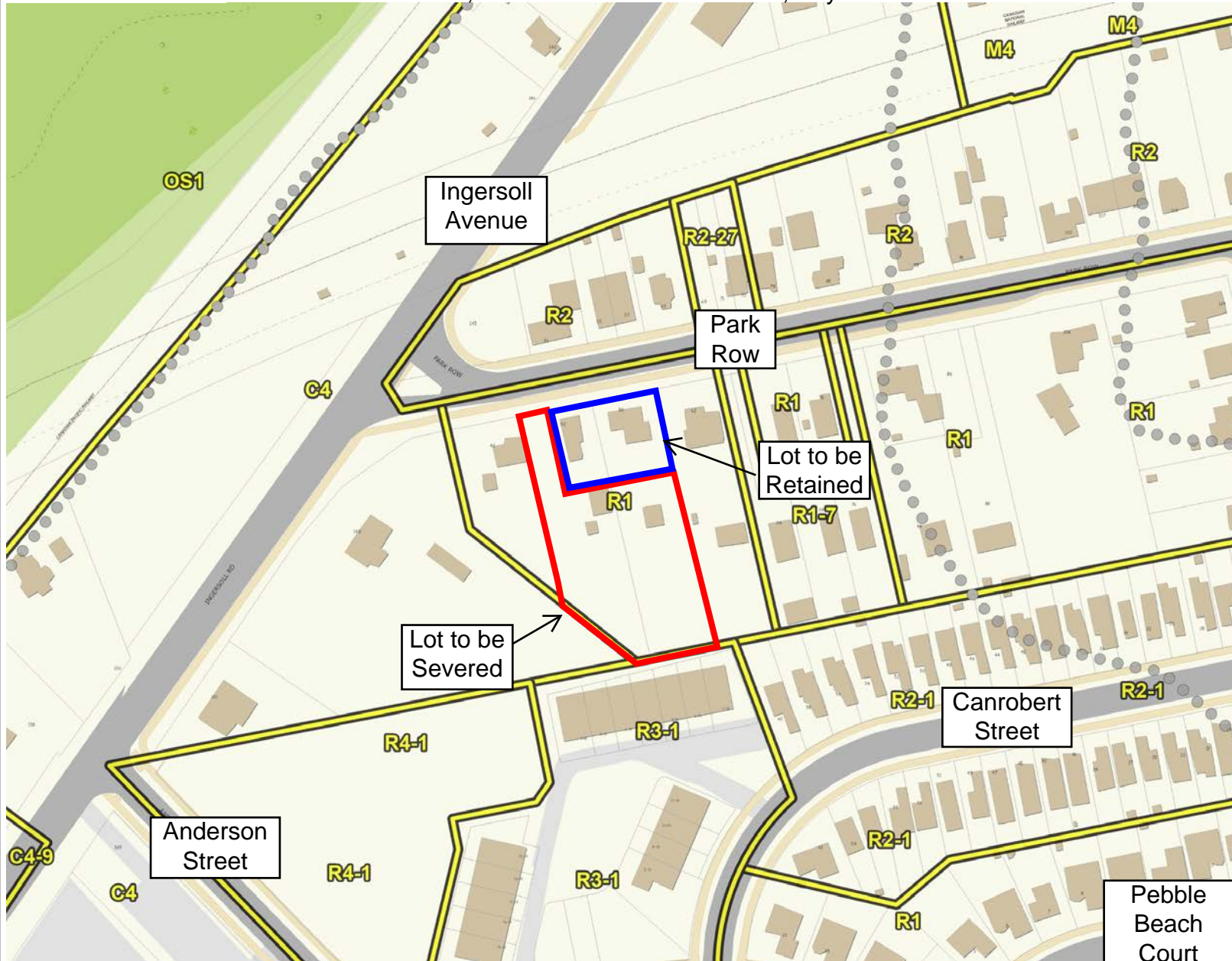
Gordon K. Hough, RPP  
Director



Plate 1: Location Map with Existing Zoning

File Nos.: B23-14-8 & ZN 8-23-04: Oxford Builders Inc.

Pt Lots 9 & 10, Plan 86- 52 & 58 Park Row, City of 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**



0 51 102 Meters

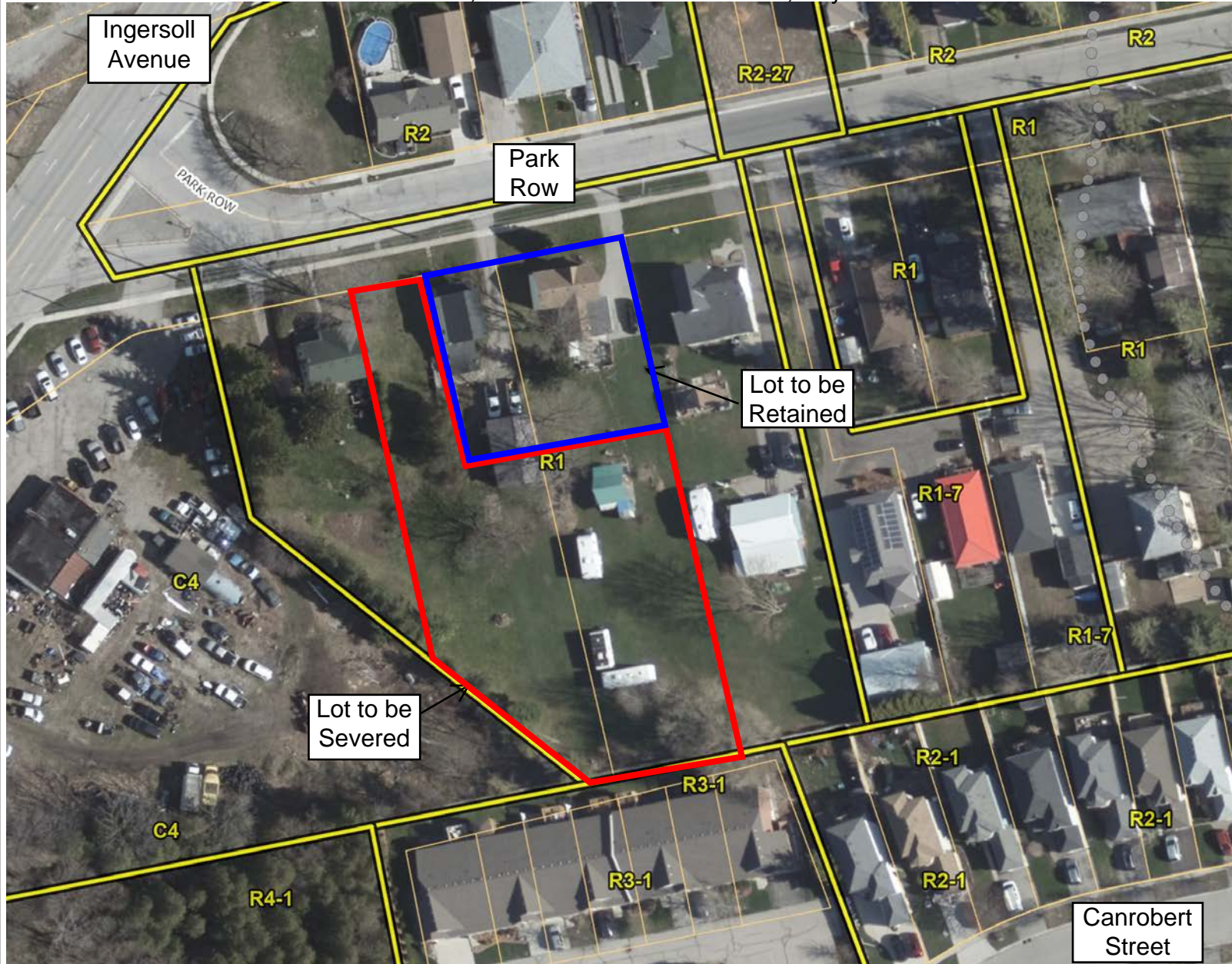
NAD\_1983\_UTM\_Zone\_17N



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

Pebble Beach Court

April 25, 2023



**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 26 51 Meters

NAD\_1983\_UTM\_Zone\_17N



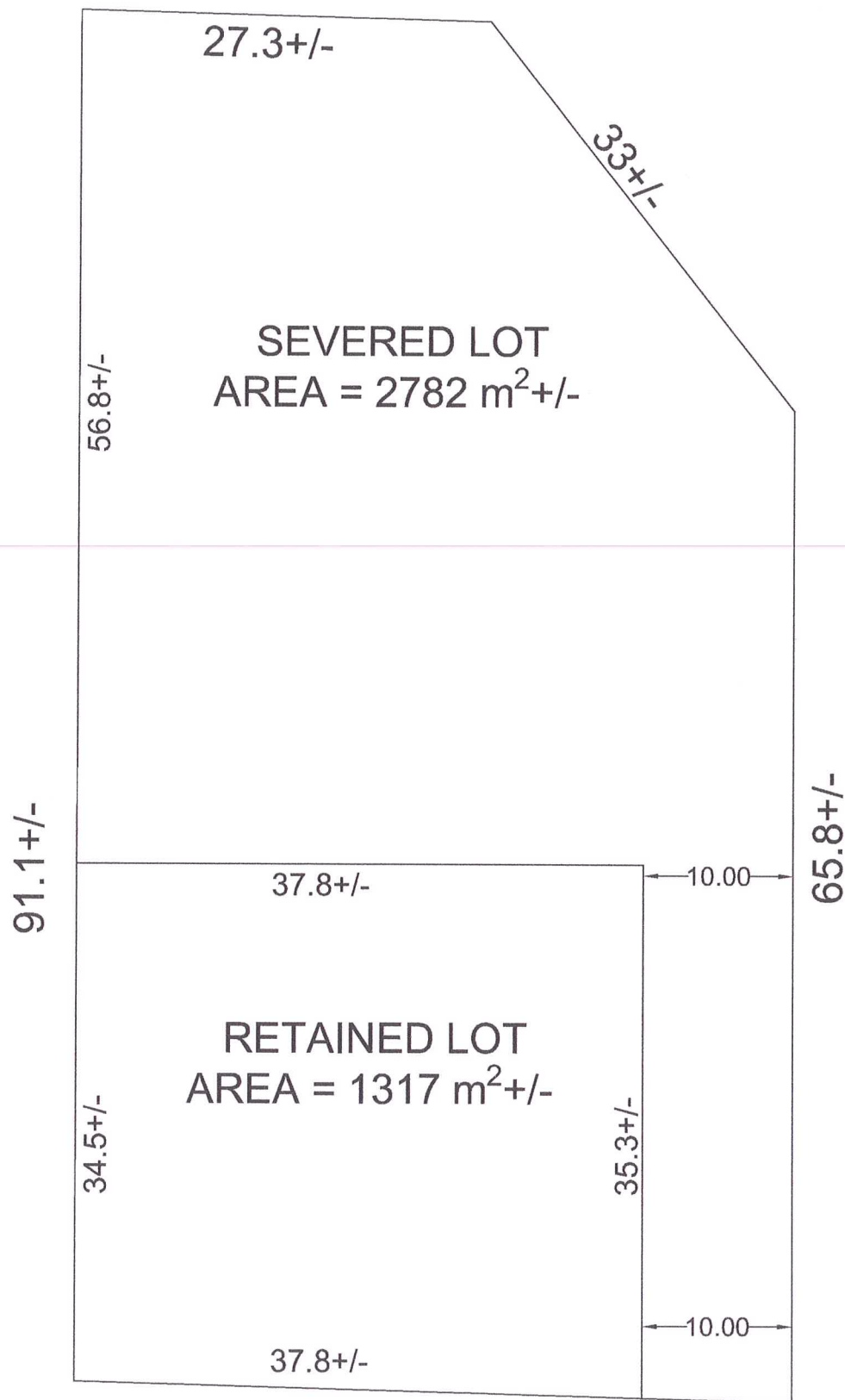
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. This is not a plan of survey

April 25, 2023

Plate 3: Applicant's Sketch 1

File Nos.: B23-14-8 & ZN 8-23-04: Oxford Builders Inc.

Pt Lots 9 & 10, Plan 86- 52 & 58 Park Row, City of Woodstock



### SEVERANCE PLAN, 52-58 PARKROW

JOB No. 2993

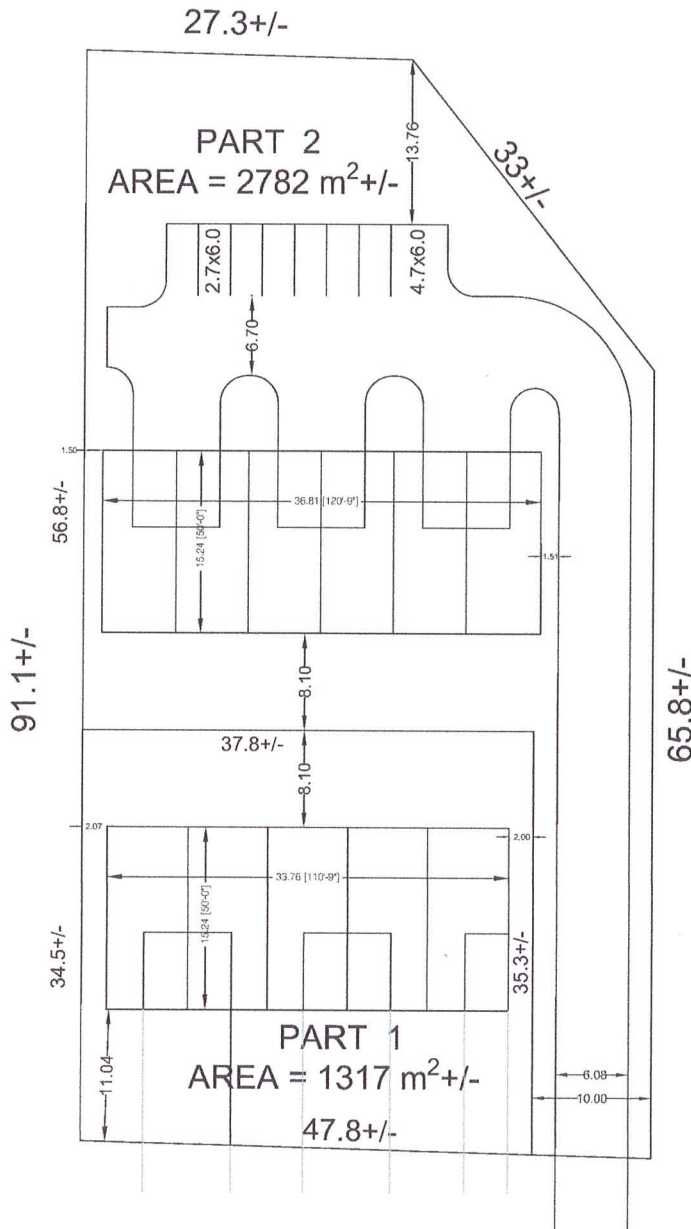
DECEMBER 15, 2022



Plate 4: Applicant's Sketch 2

File Nos.: B23-14-8 & ZN 8-23-04: Oxford Builders Inc.

Pt Lots 9 & 10, Plan 86- 52 & 58 Park Row, City of Woodstock



SITE PLAN STATISTICS

PART 1 USE: RESIDENTIAL

ZONING: R3 - STREET ROW DWELLING HOUSE

	REQUIRED	PROPOSED
LOT AREA:	750 m <sup>2</sup> (5 UNITS @ 150)	1,317.9 m <sup>2</sup>
FRONTAGE:	20 m	37.8 m
DEPTH:	NO PROVISION	35 m
COVERAGE:	MAX 45%	39%
FRONT YARD:	6.0 m	11 m (min)
REAR YARD:	7.5 m	8 m
EXT. SIDE YARD:	4.5 m	NA
INT. SIDE YARD:	3.0 m	2.0 m
SETBACK:		
EXT SIDE YARD:	17.0 m	NA
LANDSCAPED OPEN SPACE:	35% Min.	45%
PRIVATE AMENITY AREA:	40 m <sup>2</sup>	54 m <sup>2</sup> (min)
BLDG. HEIGHT:	11m Max.	2 STOREY
PARKING REQUIRED:	2 PER UNIT	3 PER UNIT
VISITOR:	NONE	NONE

SITE PLAN STATISTICS

PART 2 USE: RESIDENTIAL

ZONING: R3 - HORIZONTALLY ATTACHED DWELLING HOUSE

	REQUIRED	PROPOSED
LOT AREA:	1,680 m <sup>2</sup> (6 UNITS @ 280)	2,780 m <sup>2</sup>
FRONTAGE:	20 m	10 m
DEPTH:	NO PROVISION	53 +/- m
COVERAGE:	MAX 45%	20.2%
FRONT YARD:	6.0 m	42 m (min)
REAR YARD:	7.5 m	32 +/- m
EXT. SIDE YARD:	4.5 m	NA
INT. SIDE YARD:	3.0 m	1.5 m
SETBACK:		
EXT SIDE YARD:	17.0 m	NA
LANDSCAPED OPEN SPACE:	40% Min.	49%
PRIVATE AMENITY AREA:	40 m <sup>2</sup>	49 m <sup>2</sup> (min)
BLDG. HEIGHT:	11m Max.	2 STOREY
PARKING REQUIRED:	2 PER UNIT	2 PER UNIT
VISITOR:	NONE	8

PROJECT	<b>SITE PLAN</b> <b>52-58 PARK ROW</b>
CLIENT	<b>OXFORD BUILDERS</b>



DESIGN BY:	J.B. CHAMBERS	Project No.:	2993
DATE:	DECEMBER 15, 2022	SCALE:	1:400
		SHT NO.:	1 of 1
No.	REVISION	DATE	
1			
2			
3			