

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

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

## **Application for Zone Change** **ZN8-25-05 – 634524 Ontario Inc.**

### **REPORT HIGHLIGHTS**

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- The Zone Change Application proposes to rezone the lot from 'Residential Zone 2 (R2)' to 'Special Residential Zone 3 (R3-66)' to facilitate the development of a three-unit townhouse with reduced interior side yard widths and end unit lot frontages.
- This application is related to severance applications B25-24-8 and B25-25-8 which were conditionally approved by Oxford County Land Division Committee on August 7, 2025.
- Planning staff are recommending that the application be approved as it is consistent with the Provincial Planning Statement and maintains the intent and purpose of the Official Plan with respect to Medium Density Residential areas.

### **DISCUSSION**

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#### **Background**

APPLICANT/OWNER: 634524 Ontario Inc.  
1-592 Adelaide Street Woodstock ON N4S 4B9

AGENT: Nesbitt Coulter LLP c/o Derek Truelove  
35 Perry Street, Woodstock ON N4S 3C4

LOCATION:

The subject lands are described as Lot 4 and Part Lot 5, Block M, Plan 255 in the City of Woodstock. The lands are located on the north side of Canterbury Street, between Beale Street and Kent Street, and are municipally known as 607 Canterbury Street.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule “W-1”	City of Woodstock Land Use Plan	Residential
Schedule “W-3”	City of Woodstock Residential Density Plan	Medium Density Residential

CITY OF WOODSTOCK ZONING BY-LAW 8626-10:

Existing Zoning: ‘Residential Zone 2 (R2)’

Requested Zoning: ‘Special Residential Zone 3 (R3-66)’

PROPOSAL:

The purpose of the application is to rezone the subject lands from ‘Residential Zone 2 (R2)’ to ‘Special Residential Zone 3 (R3-66)’ to permit a three-unit townhouse with reduced interior side yard widths. The applicant has requested a minimum lot frontage of 7.8 m for the end units, a minimum side yard width of 1.5 m for the western unit and a minimum side yard width of 1.2 m for the eastern unit.

This zone change application is related to applications for consent B25-24-8 and B25-25-8 to sever two lots to create three separately conveyable lots (one unit on each lot) for a three-unit townhouse that is to be constructed. An easement has been conditionally approved on the westerly lot to provide access to the middle unit through the proposed 1.5 m side-yard.

Surrounding land uses are a mix of low, medium and high density residential uses. There are scattered commercial uses in close proximity and Sutherland Park is approximately 200 m to the north.

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 surrounding area.

Plate 3, Applicant’s Sketch, provides the dimensions of the lots to be severed and retained and rezoned.

## **Application Review**

### 2024 PROVINCIAL PLANNING STATEMENT (PPS)

The 2024 Provincial Planning Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Under Section 3 of the *Planning Act*, where a municipality is exercising its authority affecting a planning matter, such decisions, “shall be consistent with” all policy statements issued under the Act. The following outlines the key PPS policies that have been considered but is not intended to be an exhaustive list.

According to Section 2.1.4, 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, planning authorities shall:

- maintain at all times the ability to accommodate residential growth for a minimum of 15 years through lands which are designated and available for residential development; and
- maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned, including units in draft approve or registered plans.

Further, according to Section 2.1.6, planning authorities should support the achievement of complete communities by:

- accommodating an appropriate range of mix of land uses, housing options, transportation options with multimodal access, employment, public service facilities and other institutional uses (including schools and associated childcare facilities, long-term care facilities, places of worship and cemeteries), recreation, parks and open space, and other uses to meet long-term needs;
- improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.

Section 2.2 provides that planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected needs of current and future residents of the immediate area by:

- a) establishing and implementing minimum targets for the provision of housing that is affordable to low and moderate income households, and coordinating land use planning and planning for housing with Service Managers to address the full range of housing options including affordable housing needs;
- b) permitting and facilitating:
  1. all housing options required to meet the social, health, economic and wellbeing requirements of current and future residents, including additional needs housing and needs arising from demographic changes and employment opportunities; and
  2. all types of residential intensification, including the development and redevelopment of underutilized commercial and institutional sites (e.g., shopping malls and plazas) for residential use, development and introduction of new housing options within previously developed areas, and redevelopment, which results in a net increase in residential units in accordance with policy 2.3.1.3;
- c) promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation; and
- d) requiring transit-supportive development and prioritizing intensification, including potential air rights development, in proximity to transit, including corridors and stations.

Section 2.3.1 directs that settlement areas shall be the focus of growth and development. Further, according to Section 2.3.1.2, land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land, resources, existing and planned infrastructure and public service facilities. Further, Planning authorities shall support general intensification and redevelopment to support the achievement of complete communities, including by planning for a range and mix of housing options and prioritizing planning and investment in the necessary infrastructure and public service facilities.

### OFFICIAL PLAN

The subject property is located within the 'Medium Density Residential' designation according to the City of Woodstock Residential Density Plan, as contained in the Official Plan. Medium density residential areas include those lands that are primarily developed or planned for low profile municipal unit development that exceed densities established for Low Density Residential Districts. Medium Density Residential uses include townhouses, cluster houses, converted dwellings and apartment buildings. In these Districts it is intended that there will be a mixing and integration of different forms of housing to achieve an overall medium density.

The proposed development is considered to be a form of infill housing. Infill housing is defined as the placement of new residential development (including the creation of a new lot) into established built-up areas on vacant or underutilized sites. In order to efficiently utilize the land supply designated for residential use and municipal servicing infrastructure, infill housing will be supported in Low Density Residential Areas. The proposed development is considered to be a form of street oriented infill. The Official Plan states that the introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is deemed to be compatible with the characteristics of development on both sides of the same street. In order that the street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the Land Division Committee and City Council will ensure that the proposal is consistent with the street frontage, setbacks, lot area, and spacing of existing development within a two block area on the same street.

### ZONING BY-LAW

The subject lands are currently zoned 'Residential Zone 2 (R2)' according to the City's Zoning By-law. The 'R2' zone permits single detached dwellings, bed and breakfasts, a duplex, a home occupation in a permitted dwelling, a semi-detached dwelling and an additional residential unit subject to Section 5.2.8.

The applicant proposes to rezone the subject lands to 'Special Residential Zone 3 (R3-66)'. Special provisions are required to permit a minimum lot frontage of 7.8 m for the end units, a minimum interior side yard width of 1.5 m for the western unit and a minimum interior side yard width of 1.2 m for the eastern unit.

### Agency Comments

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

1. The applicant is proposing to create the three (3) townhouse lots through the consent process.
2. The applicant should note utilities shall be installed directly to each unit from the street.

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

1. Comments based on the attached revised applicant's sketch.

2. One option may be to obtain a building permit application and construct the foundation, after the zoning is approved and in place, before finalizing the severance.
3. The owner is advised that each unit shall be serviced separately and independently with water, sewer, gas, and hydro.
4. Municipal sewer and watermain are available on Canterbury St.

### Public Consultation

Notice of the proposal was provided to the public and surrounding property owners on July 28, 2025 in accordance with the requirements of the Planning Act. At the time of writing this report, no comments or concerns have been received from the public.

### **Planning Analysis**

The applicant is proposing to rezone the subject property to facilitate the construction of a three-unit townhouse on the subject lands. The applications are related to severance applications B25-24-8 and B25-25-8 which were supported by City Council and conditionally approved by Oxford County Land Division Committee on August 7, 2025. The severance applications are intended to sever each townhouse unit for individual ownership.

It is the opinion of staff that the subject application is consistent with the PPS as the proposed development promotes intensification and provides a mix of housing types to accommodate current and future residents of the regional market area. The development is also considered to be an efficient use of lands, municipal services and infrastructure within a designated settlement area.

Planning staff are also satisfied that the proposal maintains the intent and purpose of the Official Plan as development within the Medium Density designation shall generally consist of townhouses, cluster houses, converted dwellings and apartment buildings and staff are satisfied that the proposed development, which consists of a three-unit townhouse, is consistent with the policy direction for medium density housing types. Further, medium density developments shall generally be between 30 – 70 units per hectare and the proposed development is equal to approximately 33.9 units per hectare which is consistent with the policy direction for medium density development.

With respect to the relevant Official Plan policies for Medium Density Residential areas, staff are of the opinion that the proposal can be characterized as appropriate street-oriented infill development and intensification that is supported by the Official Plan. This area of the City is characterized by a variety of lot sizes and built forms, including infill developments, townhouses, single detached dwellings and apartment dwellings and the proposed lots to be severed and the proposed lot to be retained will not be out of character or inconsistent with the surrounding area. Staff are of the opinion that the proposed lot configurations are reasonable and will provide for an adequate building envelope for townhouse dwelling units on the lots to be severed and retained.

The applicant has requested a minimum frontage of 7.8 m for each end unit where the R3 Zone requires a minimum frontage of 8 m. Minimum frontage requirements are established to ensure that sufficient space is provided for a building envelope for the proposed development. In this case, the applicant has provided a sketch showing the proposed townhouse development on the subject lands within the requested frontage; further, the reduction is a minor departure from the zone provision and is similar to developments previously supported and approved within the City.

The applicant has also requested a minimum interior side yard width of 1.5 m for the westerly unit and 1.2 m for the easterly unit. Minimum interior side yard widths are intended to ensure that sufficient space is provided for access and normal maintenance of the rear yard; 3 m side yards typically intended to provide off-street parking opportunities where dwellings do not have garages or carports. The applicant intends to provide garages for the units. Where dwellings have attached garages or carports, the minimum side yard width for single-detached and semi-detached dwellings is 1.2 m. Further, the 1.5 m interior side yard meets the City's standard for access easements and has been conditionally approved with the related severance applications.

Planning staff are satisfied that the proposal is consistent with the policies of the Provincial Planning Statement and meets the general intent of and purpose of the Official Plan. As such, staff are of the opinion that the application can be given favourable consideration.

## **RECOMMENDATIONS**

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It is recommended that the Council of the City of Woodstock approve the application for lands described as Lot 4 and Part Lot 5, Block M, Plan 255, in the City of Woodstock, to rezone the subject property from 'Residential Zone 2 (R2)' to 'Special Residential Zone 3 (R3-66)' to facilitate the construction of a three-unit townhouse development.

## **SIGNATURES**

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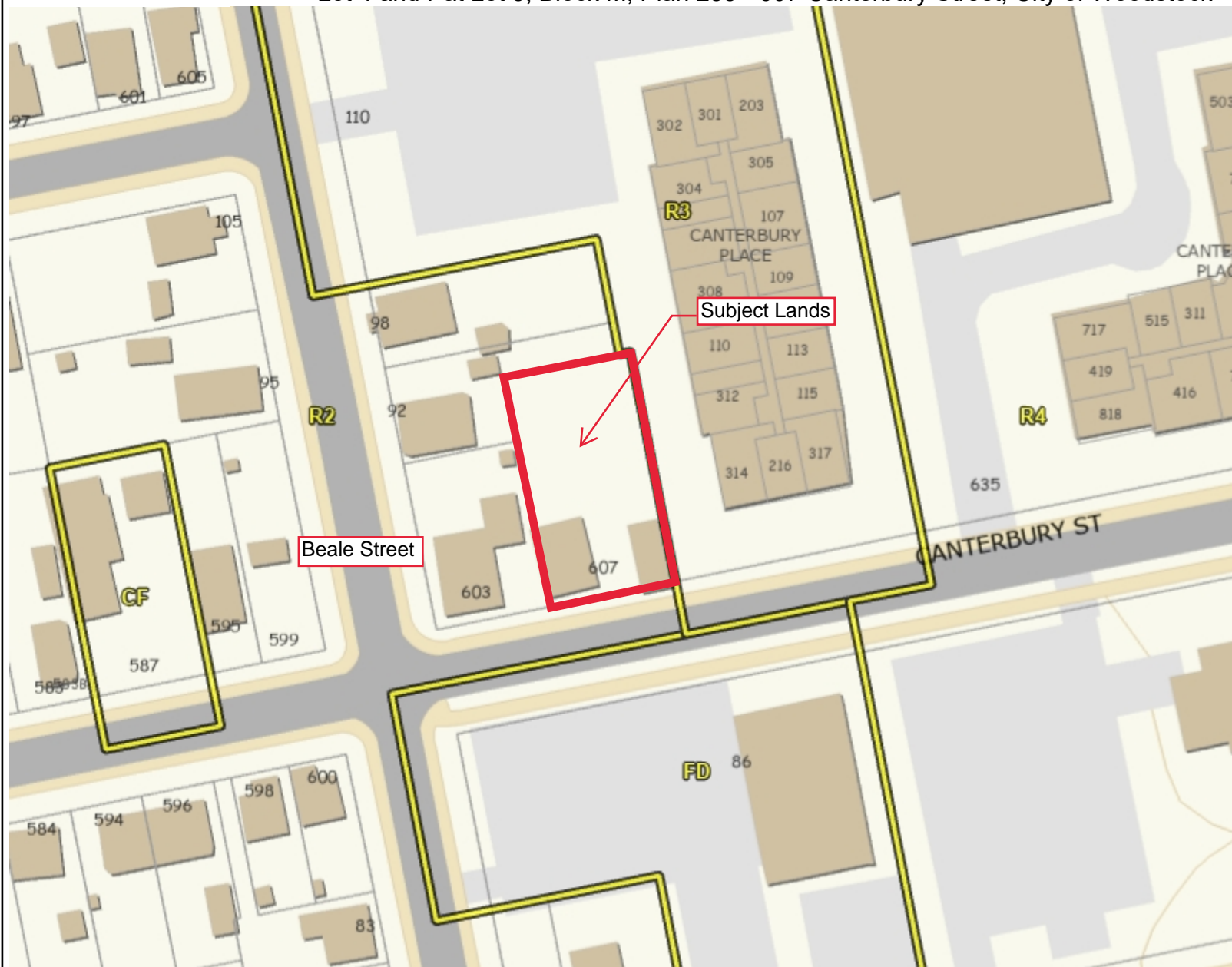
**Authored by:**

*"Original Signed by"*

Justin Miller  
Development Planner

**Approved for submission:** *"Original Signed by"*

Eric Gilbert, MCIP, RPP  
Manager of Development Planning



### Legend

- 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

June 30, 2025





Legend

Notes

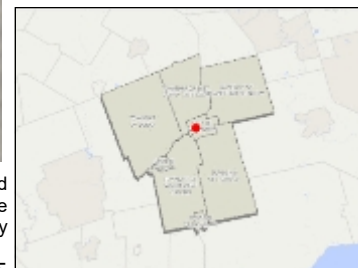




Plate 3: Applicant's Sketch

File No.: ZN8-25-05: 634524 Ontario Inc.

Lot 4 and Pat Lot 5, Block M, Plan 255 - 607 Canterbury Street, City of Woodstock



**SEVERANCE SKETCH**

OF ALL OF

**LOT 4**

AND PART OF

**LOT 5**

**BLOCK M**

**REGISTERED PLAN No. 255**

IN THE

**CITY OF WOODSTOCK**

**COUNTY OF OXFORD**

SCALE 1:300



**MTE OLS LTD.**  
**ONTARIO LAND SURVEYORS**

**AREAS:**

AREAS SHOWN ON THIS PLAN ARE IN  
SQUARE METRES AND CAN BE CONVERTED  
TO ACRES BY DIVIDING BY 4046.8564.

**METRIC:**

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

**CAUTION:**

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED  
EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

THIS SKETCH IS PREPARED FOR 634524 ONTARIO INC.

DATE : DECEMBER 19, 2023

REVISED: APRIL 2, 2024

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**CANTERBURY STREET**  
(18.288 WIDE BY PLAN 49)



**MTE ONTARIO LAND SURVEYORS LTD.**  
365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5  
TEL: 519-271-7952

Cad File: P:\54020\100\54020-100-SV1.DWG

COGO : 54020-100-UTMGROUND.ASC

Drawn By : C. JANSSEN

Checked By : D. REAUME

File No : 54020-100-SV1 (M)

## BY-LAW NUMBER \_\_\_\_\_

A By-Law to amend Zoning By-Law Number 8626-10 as amended.

WHEREAS the Municipal Council of the Corporation of the City of Woodstock deems it advisable to amend By-Law Number 8626-10, as amended.

THEREFORE, the Municipal Council of the Corporation of the City of Woodstock enacts as follows:

2. That Section 8.3 to By-law Number 8626-10, as amended, is hereby further amended by adding the following subsection:

**“8.3.66            R3-66            607 CANTERBURY STREET            (KEY MAP 57)**

8.3.66.1 Notwithstanding any provisions of this By-Law to the contrary, no person shall within any R3-66 Zone *use any lot, or erect, alter or use any building or structure* for any purpose except the following:

all uses *permitted* in Section 8.1 of this By-Law.

8.3.66.2 Notwithstanding any provisions of this By-Law to the contrary, no person shall within any R3-66 Zone *use any lot, or erect, alter or use any building or structure* except in accordance with the following provisions:

#### 8.3.66.2.1 *Lot Frontage*

Minimum for end dwelling units

**7.8 m**

#### 8.3.66.2.2 Interior Side Yard Width

Minimum

## Westerly End Unit

**1.5 m**

## Easterly End Unit

**1.2 m**

8.3.66.3 That all the provisions of the R3 Zone in Section 8.2 to this By-Law, as amended, shall apply, and further that all other provisions of this By-Law, as amended, that are consistent with the provisions herein contained shall continue to apply mutatis mutandis.”

3. This By-law comes into force in accordance with Section 34(21) and (30) of the Planning Act, R.S.O. 1990, as amended.

READ a first and second time this 14<sup>th</sup> day of August, 2025.

READ a third time and finally passed this 14<sup>th</sup> day of August, 2025.

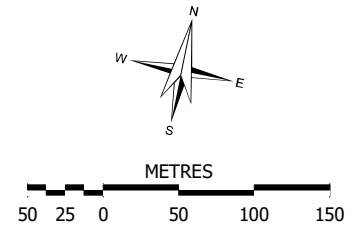
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Mayor – Jerry Acchione

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Clerk – Amelia Humphries

# KEY MAP

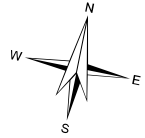


 LANDS TO WHICH BYLAW \_\_\_\_\_ APPLIES

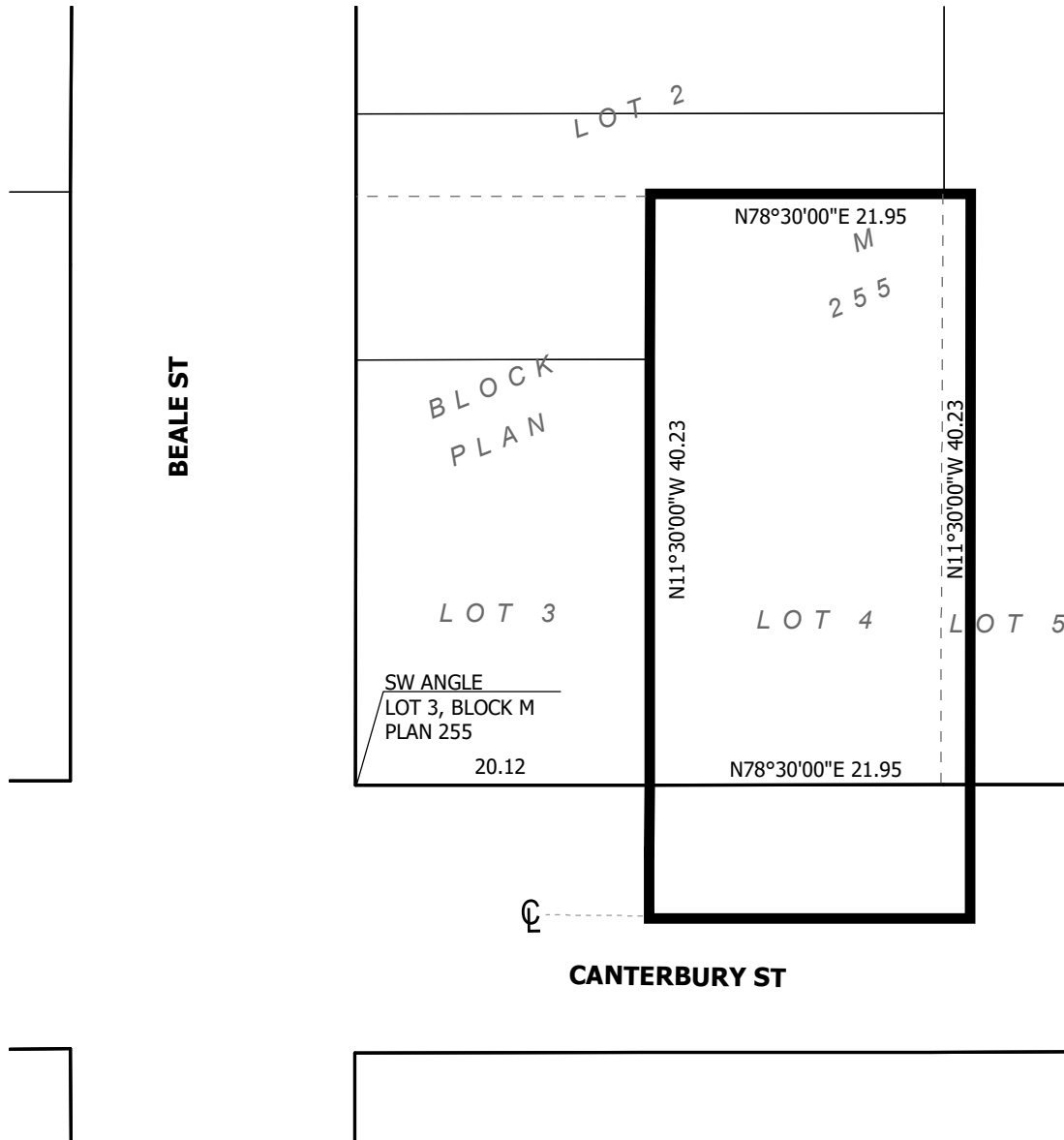
# SCHEDULE "A"

TO BY-LAW No. \_\_\_\_\_

LOT 4 AND PART LOT 5, BLOCK M, PLAN 255  
CITY OF WOODSTOCK



METRES  
5 2.5 0 5 10 15



AREA OF ZONE CHANGE TO R3-66

NOTE: ALL DIMENSIONS IN METRES



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THIS IS SCHEDULE "A"

TO BY-LAW No. \_\_\_\_\_, PASSED

THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CLERK