



# Municipality of West Elgin

## Agenda

### Special Council Meeting

October 1, 2026, 5:00 p.m.

Council Chambers

160 Main Street

West Lorne

Council Meetings are held in-person at 160 Main Street, West Lorne, and the post-meeting recording available at [www.westelgin.net](http://www.westelgin.net), when available (pending no technical difficulties).

Zoom Link: <https://us02web.zoom.us/j/87847005520?pwd=cGDOJbObKlgvOD2kja5cGZkHGwxS3z.1>  
Pages

1. Call to Order

2. Adoption of Agenda

Recommendation:

That West Elgin Council hereby adopts the Special Meeting Agenda of October 1, 2026, as presented.

3. Disclosure of Pecuniary Interest

4. Committee of the Whole, for Purpose of a Public Meeting (Planning Act)

Recommendation:

That West Elgin Council hereby move into Committee of the Whole, for the purpose of a Public Meeting, pursuant to the *Planning Act*.

Recommendation:

That West Elgin Committee of the Whole hereby receives the report from Diana Morris, Senior Planner regarding Zoning By-law Amendment Application D14 06-2026 Planning Report 2026-23; And

That West Elgin Committee of the Whole recommends the endorsement of conditions and approval of Zoning By-law Amendment Application D14 06-2026 to rezone the subject property from Residential First Density (R1) Zone and Future Residential (FR) Zone to a Site-Specific Residential Third Density (R3-8) as presented in By-law 2026-39 attached as Appendix 1 to Planning Report 2026-23, for Council's consideration; And

That subject to no concerns being raised at the public meeting, that By-law 2026-39 to amend Zoning By-law 2015-36, as amended, be presented at the regular meeting of Council on October 8, 2026, for adoption.

|                |                                                                  |           |
|----------------|------------------------------------------------------------------|-----------|
| <b>4.1.1</b>   | <b>Public Comment</b>                                            |           |
| <b>4.1.2</b>   | <b>Committee Comment</b>                                         |           |
| <b>4.1.3</b>   | <b>Written Comments Received</b>                                 |           |
| <b>4.1.3.1</b> | <b>D14 06-2026 Written Comment 1 Received September 28, 2026</b> | <b>22</b> |
| <b>4.1.3.2</b> | <b>D14 06-2026 Written Comment 2 Received September 29, 2026</b> | <b>25</b> |

**Recommendation:**

That West Elgin Committee of the Whole hereby receives the report from Diana Morris, Senior Planner regarding Draft Plan of Subdivision Application and Zoning By-law Amendment Application (Application No. D14 09-2026) – Recommendation Report (Planning Report 2026-24), And;

That West Elgin Committee of the Whole recommends the endorsement of conditions and approval of the proposed Draft Plan of Subdivision 34T-WE2501 to Elgin County, subject to the conditions listed in Appendix 3 to Planning Report PLA 2026-24 being assigned to any Notice of Decision by the County, for Council's consideration, And;

That West Elgin Committee of the Whole recommends the approval of the Zoning By-law Amendment Application D14 09-2026 to rezone the subject property from Future Residential to a Site-Specific Residential Second Density (R2-3) Zone and to a Site-Specific Residential Third Density (R3-9) and a Site-Specific Open Space (OS-7) Zone as presented in By-law 2026-50 attached as Appendix 1 to Planning Report 2026-24 be recommended to Council, And;

That subject to no concerns being raised at the public meeting, that By-law 2026-50 to amend Zoning By-law 2015-36, as amended, be presented at the regular meeting of Council on October 8, 2026, for adoption. (Planning Report 2026-24).

**4.2.1 Public Comment**

**4.2.2 Committee Comment**

**4.2.3 Written Submissions Received**

**4.2.3.1 D14 09-2026 Written Comment 1 - Received  
September 28, 2026**

**55**

**4.2.3.2 D14 09-2026 Written Comment 2 - Received  
September 29, 2026**

**58**

**4.3 Adjournment of Committee of the Whole**

**Recommendation:**

That West Elgin Committee of the Whole hereby adjourn the Public Meeting, pursuant to the *Planning Act*, and reconvene in to Council.

**5. Confirmatory By-law**

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Recommendation:

That By-law 2026-56 being a By-law to confirm the proceeding of the Special Meeting of Council held on October 1, 2026, be read a first, second and third and final time.

**6. Adjournment**

Recommendation:

That the Council of the Municipality of West Elgin hereby adjourn the Special Meeting of Council at \_\_\_\_\_ to meet again at 4:00pm, on Thursday, October 8, 2026, or at the call of the Chair.



## Staff Report

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**Report To:** Committee of the Whole  
**From:** Diana Morris, Senior Planner  
**Date:** 2026-10-01  
**Subject:** D14 06-2026- Zoning By-law Amendment Application  
Recommendation Report- Planning Report 2026-23  
194 Ridge Street and 172 Chestnut Street (West Lorne)

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### **Recommendation:**

That West Elgin Committee of the Whole hereby receives the report from Diana Morris, Senior Planner regarding Zoning By-law Amendment Application D14 06-2026 Planning Report 2026-23; And

That West Elgin Committee of the Whole recommends the endorsement of conditions and approval of Zoning By-law Amendment Application D14 06-2026 to rezone the subject property from Residential First Density (R1) Zone and Future Residential (FR) Zone to a Site-Specific Residential Third Density (R3-8) as presented in By-law 2026-39 attached as Appendix 1 to Planning Report 2026-23, for Council's consideration; And

That subject to no concerns being raised at the public meeting, that By-law 2026-39 to amend Zoning By-law 2015-36, as amended, be presented at the regular meeting of Council on October 8, 2026, for adoption.

### **Purpose:**

The purpose of this application is to rezone the subject property from Residential First Density (R1) Zone and Future Residential (FR) Zone to a Site-Specific Residential Third Density (R3-8) Zone in order to reduce front yard depth, side yard depth, rear yard depth and outdoor amenity area. The zone is also proposed to increase lot coverage, building height and parking area coverage. The proposed uses consist of a mix of townhouse dwellings and apartments.

Internal and external comments can be found under the *Circulation* section of this report.

### **Site Description:**

The lands are referred to as 194 Ridge Street and 172 Chestnut Street and legally described as PLAN 199 S PT LOT 64 and PT LOTS 65 & 68 in the Geographic Village of West Lorne, in the Municipality of West Elgin. The subject lands are located on the south side of Chestnut Street, at the existing southern terminus of Ridge Street, within the West Lorne Settlement Area. The site is

approximately 1.67 hectares (4.13 acres) in size and contains approximately 30 metres of frontage along Chestnut Street and 20 metres of frontage on an unopened portion of the Ridge Street right-of-way. The majority of the lands are currently vacant/undeveloped. An existing single detached dwelling exists on the north portion of the site fronting Ridge Street. The site is bounded by existing residential development to the east and north. Lands to the south and west are currently used for mixed crop production but are within the Urban Settlement Area of West Lorne and designated for future development. A portion of the site is bounded by an existing Hydro One corridor along the south edge. Please see **Figure 1- Key Map**.

| <b>Application D14 06-2026</b>           |                                        |
|------------------------------------------|----------------------------------------|
| Owner                                    | Arvai Developments                     |
| Address                                  | 194 Ridge Street & 172 Chestnut Street |
| Water Supply                             | Municipal                              |
| Sewage Supply                            | Municipal                              |
| Existing Buildings/Structures            | Single-detached dwelling               |
| Elgin County Official Plan               | Tier 1 Settlement Area                 |
| Municipality of West Elgin Official Plan | Residential                            |

Figure 1-Key Map



### **Proposed Development:**

The conceptual development plan illustrates an internal private roadway extending south from the existing terminus of Ridge Street, providing access throughout the proposed development. The concept plan shows a residential development consisting of thirty-two (32) single storey cluster townhouse units and a four (4) storey apartment building containing thirty-nine (39) dwelling units. To the west of the development block, townhouse units are proposed along with a centralized common amenity area which would include a clubhouse, outdoor patio, and sports court for the enjoyment by residents. The eastern portion of the block is proposed for the apartment building and townhouse units. The townhouses would include a mix of sixteen (16), one (1) bedroom and sixteen (16), two (2) bedroom bungalow style units. The apartment building is primarily intended to provide compact one (1) bedroom suites designed to accommodate singles and couples. Each townhouse unit will be provided with two (2) parking spaces (1 space in garage and 1 in the private driveway). Additional twenty-four (24) visitor parking spaces is distributed throughout the development block. The apartment building is proposed for forty-six (46) surface parking spaces.

Please see **Figure 2- Concept Plan**.

This development block comprises an area of 1.67ha (4.13ac) which accounts for a density of 42.5 units per hectare.

**Figure 2-Concept Plan**



The approval of this Zoning By-law Amendment will facilitate the future development and will establish the land uses on the subject lands.

### **Planning Analysis:**

The application has been reviewed with respect to the relevant policies of the *Provincial Planning Statement (2024)*, Elgin County Official Plan, Municipality of West Elgin Official Plan and Municipality of West Elgin Zoning By-law 2015-36.

### **Provincial Planning Statement (2024):**

Policy 2.1.4- Planning for People and Homes:

*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:*

*a) 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*

*b) 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 approved or registered plans.*

#### Policy 2.2.1- Housing:

*To provide an appropriate range and mix of housing options and densities to meet projected needs of current and future residents.*

#### Policy 2.3.1.1 and 2.3.1.2- General Policies for Settlement Areas

*Settlement areas shall be the focus of growth and development and should be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public service facilities.*

Comments: The proposed will provide additional residential units within a settlement area and increase the overall supply of housing to meet the Municipality's projected residential growth. The proposed development introduces a mix of housing form that broaden the range of housing opportunities and contributes to a more diverse housing supply. The subject lands are within a settlement area where growth and development is directed and will connect to existing municipal servicing infrastructure.

#### **Elgin County Official Plan:**

The subject lands are within the ***Tier 1 Settlement Area*** within West Lorne.

#### Section 4.2- Residential Land Supply

*The County shall ensure there is an adequate supply of residentially designated land in the County to accommodate a minimum of 15 years of residential growth (including redevelopment and intensification opportunities, and 'greenfield' land). Further, local municipalities shall be required to maintain, at all times, land with servicing capacity sufficient to provide at least a five-year supply of residential units available through lands suitably zoned and (where available) serviced.*

#### Section 4.3- Requiring a Mix of Housing

*Providing for a range of housing typologies promotes affordability and ensures that the County maintains options for households at all stages of their lifecycle. In settlement areas where full municipal services are available, a range of housing typologies shall be provided. Where new residential development proposes single detached dwellings, they shall generally not comprise more than 70% of the dwelling mix.*

Comments: The subject lands are within a designated settlement area, appropriate to accommodate residential growth and where servicing, infrastructure exists and provides a mix of housing forms.

## Municipality of West Elgin Official Plan:

The subject lands are within the West Lorne Settlement Area and designated '**Residential.**'

### Section 2.2- Goals

*In alignment with the Provincial and County direction and to guide the future pattern of growth, the following five key goals have been established:*

- a) To focus growth within the existing serviced settlement areas of Rodney and West Lorne while protecting the rural and agricultural character of hamlets and villages;*
- b) To achieve and foster sustainable growth in population, economic development and housing;*
- c) To improve the range of housing opportunities with compact and compatible development in an effort to build complete communities;*

### 3.3.1 Vision for Growth

*The majority of the Municipality's future growth will be directed to the Tier 1 settlement areas of Rodney and West Lorne, as shown on Schedule 1. These settlement areas are the only areas of West Elgin which are serviced by municipal water supply and municipal sanitary sewage systems with reserve capacities to accommodate growth. By directing the majority of future population growth to the two villages, the amount of land needed to accommodate this growth will be used most efficiently, the viability of these settlements will be improved, the investment in municipal infrastructure better utilized and the loss of prime agricultural land to development minimized.*

### 3.3.2.2 Settlement Area Hierarchy- Tier 1 Settlement Area

*The Municipality has two tier 1 settlement areas: Rodney and West Lorne. These settlement areas generally have the largest population and are serviced by municipal water and municipal sanitary sewage systems. It is the intent of this Plan to direct the majority of growth to Tier 1 settlement areas through compact, complete mixed-use communities.*

### 3.3.3 Development in Settlement Areas

*Settlement areas are the focus of growth and development. Full municipal sewage and water services are the preferred form of servicing in the settlement areas. New development in settlement areas is intended to take place on full municipal services where possible.*

### Section 7.2.3- Residential

*Areas designated for residential purposes include existing residential development and vacant lands for accommodating future residential development.*

### Section 7.2.3.3- Residential Density

*The Municipality will support the County's overall minimum residential density target of 20 units per net hectare in Tier 1 Settlement Areas of Rodney and West Lorne by:*

- a) promoting a mix of low and medium density housing opportunities;*
- b) encouraging the efficient use of land through the site plan and plan of subdivision process;*
- c) encouraging denser forms of development where appropriate; and,*
- d) updating the Municipality's Zoning by-law to include appropriate minimum and maximum densities for development, taking into account any servicing constraints/limitations in Rodney and West Lorne*

### 7.2.3.5- Housing Mix

*In accordance with County policy, development proposals for undeveloped parcels shall incorporate a range of housing types and densities, such that no more than 70% of proposed dwelling units are composed of single detached dwellings....*

Comments: The proposed would accommodate a variety/diversity of housing forms and densities in order to support complete communities and meet the housing needs of future residents within a settlement area.

### **Municipality of West Elgin Zoning By-law 2015-36 (ZBL):**

The subject lands are currently zoned Residential First Density (R1) Zone and Future Residential (FR) Zone on Schedule 'C' Map No. 6.

In order to implement the proposed housing development, the requested zoning by-law amendment will rezone the lands to a Site-Specific Residential Third Density (R3-8) Zone.

| Section(s)                          | Provisions                                                                                                                                                                                                                                                                      |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Existing Zoning</b>              |                                                                                                                                                                                                                                                                                 |
| Residential First Density (R1) Zone | This zone applies to lots for the purposes of single unit dwellings in the village areas of Rodney and West Lorne and are intended to be fully serviced by municipal water supply system and municipal sanitary sewage system.                                                  |
| Future Residential (FR)             | This zone applies to large undeveloped parcels in settlement areas designated 'Residential' in the West Elgin Official Plan and is intended for future residential purposes. The zoning which would ultimately be applied to these lands would be determined upon submission of |

|                                                                                |                                                       |                                                                                                                                                                                                               |                                                                                                                                                                                                                   |
|--------------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                |                                                       | a plan of subdivision or plan of condominium approvals and a development agreement entered into with the Municipality.                                                                                        |                                                                                                                                                                                                                   |
| <b>Proposed Zoning</b><br><br>Site Specific Residential Second Density (R3-8). |                                                       | The subject lands are proposed to be rezoned to a Residential zone to permit a range of housing types for medium density residential development (in addition to low density) with site specific regulations. |                                                                                                                                                                                                                   |
| <b>Municipality of West Elgin Zoning By-law 2015-36</b>                        | <b>Residential 3 (R3) Zone Standards</b>              | <b>Regulation</b>                                                                                                                                                                                             | <b>Proposed (R3-8)</b>                                                                                                                                                                                            |
|                                                                                | Maximum Lot Coverage                                  | 35%                                                                                                                                                                                                           | 40%                                                                                                                                                                                                               |
|                                                                                | Minimum Front Yard Depth                              | 7.5m                                                                                                                                                                                                          | 6.0m                                                                                                                                                                                                              |
|                                                                                | Minimum Interior Side Yard Depth (townhouse dwelling) | 6.0m                                                                                                                                                                                                          | 1.8m where the side wall of a townhouse unit faces the lot line and 3.75m where the rear wall of a townhouse unit faces the lot line                                                                              |
|                                                                                | Minimum Exterior Side Yard (townhouse dwelling)       | 10.5                                                                                                                                                                                                          | 1.8m where the side wall of a townhouse unit faces the lot line.                                                                                                                                                  |
|                                                                                | Minimum Rear Yard Depth                               | 10.5m                                                                                                                                                                                                         | 2.6m                                                                                                                                                                                                              |
|                                                                                | Minimum Outdoor Amenity Area                          | 45sqm/unit                                                                                                                                                                                                    | 36sqm/unit                                                                                                                                                                                                        |
|                                                                                | Maximum Building Height                               | 3 storey's                                                                                                                                                                                                    | 4 storey's                                                                                                                                                                                                        |
|                                                                                | Maximum Parking Area Coverage                         | 15% of the lot area                                                                                                                                                                                           | 27% of the lot area                                                                                                                                                                                               |
|                                                                                | Yard Encroachment                                     | Covered decks/patios projecting not more than two and one-half (2.5) metres into any required front yard, exterior side yard or rear yard provided they                                                       | Notwithstanding Section 4.29.1 of By-law 2015-36, covered decks/patios may project not more than two and one-half (2.5) metres into any required front yard, exterior side yard or rear yard provided they do not |

|  |  |                                           |                                    |
|--|--|-------------------------------------------|------------------------------------|
|  |  | do not project into<br>any sight triangle | project into any sight<br>triangle |
|--|--|-------------------------------------------|------------------------------------|

The proposed site-specific zone is being requested to implement the conceptual plan while recognizing the unique characteristics of the subject lands. The amendment is intended to establish zoning provisions for a mixed residential development incorporating a range of medium-density built forms.

In addition to the uses permitted within the R3 Zone, the applicant has requested *additional permitted uses* which is to use the existing dwelling as a leasing centre and/or guest suite(s). The existing dwelling will temporarily be repurposed as a leasing office and sales centre during the marketing of the development. Once there is no use for the sales centre, the existing dwelling may be utilized as guest suites for residents and visitors.

*Lot Coverage-* Despite a 5% increase in lot coverage, the development will continue to provide landscaped open space areas, a common amenity area and overall site design that is consistent with the intent of the Residential 3 zone.

*Front Yard Depth-* A reduced front yard setback from 7.5m to 6.0m is proposed for the three townhouse units fronting Chestnut Street only. This reduction will maintain an interface with the public street. The 6.0m depth will continue to provide sufficient space for parking.

*Minimum Interior Side Yard Depth-* The proposed setbacks recognize the differing building orientations along the perimeter of the development. The reduced setback of 1.8m to the side wall of a townhouse is appropriate given the limited building interface. All other setbacks in the respective zone are maintained where townhouse elevations face the property boundary to provide private amenity space, landscaping and transitions between adjacent properties.

*Minimum Exterior Side Yard Depth-* A reduced exterior side yard is proposed adjacent to the Ridge Street right-of-way. This reduction is being requested due to the configuration of the property. The interface does not function as a typical public street frontage and therefore, the request for 1.8m setback reflects the comprehensive design of the development, maintains an appropriate relationship with the adjacent right-of-way and facilitates an efficient site layout.

*Minimum Rear Yard Depth-* A reduced rear yard setback of 2.6m is proposed along the southerly property line where the site abuts the Hydro One transmission corridor. Given the absence of existing residential development and the separation distance by the corridor, the reduced setback is not anticipated to result in adverse impacts and maintains an appropriate transition to adjoining lands.

*Minimum Outdoor Amenity Area-* A reduction in outdoor amenity area from 42sqm per unit to 36sqm per unit is proposed for each townhouse unit's private outdoor space. A common amenity area is also proposed within the development block.

*Maximum Building Height-* The increase from 3 storey's to 4 storey's for an apartment building allows for a compact building footprint, supports a range of housing opportunities and transition between surrounding land uses. The proposed building is centrally located within the development block and buffered by internal parking, landscaping and amenity areas.

*Maximum Parking Area Coverage-* The increase in parking area coverage from 15% to 27% is proposed as it incorporates driveways and hard surfaced parking lots which is distributed throughout the entire block and is integrated with the built form, landscaped open spaces and common amenity areas.

*Yard Encroachment-* A special provision to permit covered decks/patios to project up to 2.5 metres into the required front, exterior side and rear yards. The zoning by-law permits an encroachment the same distance into the required yards but extending this provision recognizes the bungalow townhouse units and provides enhanced usability for private outdoor amenity areas without adversely affecting adjacent properties or the overall intent of the yard setback regulations.

The Site-Specific By-law can be found in Appendix 1.

## **Supporting Studies**

### **Stage 1-2 Archaeological Assessment**

Haruta Archaeology conducted an investigation of archaeological resources on the subject site and concluded that no artifacts were recovered and therefore, no further assessments would be required.

### **Site Servicing Feasibility Design Brief**

Co-elevate completed a report to present a servicing and stormwater management plan for the proposed development. The report concluded that the existing and proposed services have sufficient capacity to accommodate the proposed multi-residential uses.

### **Scoped Environmental Review Report**

MTE completed a Scoped Environmental Review Report and Species at Risk (SAR) Screening and made the following conclusions/recommendations:

- No natural heritage features were identified on the subject lands. The area includes a significant woodland, however, as the northern extent of the feature is primarily composed of scattered residential trees on backlots, the ecological value of the feature is considered to be of limited ecological value or functional attributes, therefore, no negative impacts are anticipated as a result of the proposed development.
- No SAR were identified on, or adjacent to the subject lands. Species presence was not confirmed through targeted studies and therefore, avoidance or mitigation measures are recommended to ensure protection of potential wildlife.
- The lands were previously disturbed with low ecological value. No constraints were identified and site alteration may proceed, provided that mitigation measures are implemented.

The following recommendations/mitigation measures are to be implemented through the site plan approval process:

**Recommendation 1-** Tree removals should not occur during the bat maternity period (May 1 to September 31) to prevent disruption to bats during critical reproductive growth periods. If tree removals are required during the bat active season, bat surveys will be completed by a qualified biologist and if no bats are detected, trees may be removed within 24 hours.

**Recommendation 2-** It is recommended that any tree removals occur outside of the migratory breeding bird season (April 1 to August 31). If this time window can be avoided, nest searches to determine the presence or absence of nesting birds or breeding habitat should be conducted until clearing is complete, or until August 31, whichever comes first.

**Recommendation 3-** Advise workers for potential encounters with wildlife during construction. If an animal enters the work site, work at that location will stop and the animal should be permitted to leave un-harassed. If there are repeat observations of wildlife in the work area, barrier fencing (i.e. Silt fence) may be needed to direct wildlife away from active construction and toward natural areas.

### **Traffic Impact Brief**

Strik, Baldinelli, Moniz Ltd. (SBM) conducted a brief to identify potential traffic impacts. The analysis concluded that the proposed is expected to generate a total of 25 trips in the AM peak hour (6 in and 19 out) and 32 trips during the PM peak hour (20 in and 12 out). The peak hour volumes will have negligible impact on the overall volumes and operations of the surrounding road network. There are no concerns with the existing or proposed intersections that will provide access to the site with respect to location, visibility or operations. No improvements to the external road network are required to accommodate the proposed development.

### **Analysis and Comments:**

#### Planning Policy Review

When considering applications under the provisions of the *Planning Act*, Planning authorities shall ensure that decisions are consistent with the direction and policies within the *Provincial Planning Statement (PPS 2024)*, do not conflict with Provincial Plans and are based on sound planning principles. Decisions shall also conform to the policies of the County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP).

### **Circulation:**

*Lower Thames Valley Conservation Authority:* The subject property is not within any natural hazard area and therefore not subject to Natural Heritage policies of the Provincial Planning Statement or the Conservation Authority's regulations. Note that there is a municipal drain that cuts through this

parcel that outlets to the Brock Creek Drain. No concerns from a zoning perspective but further review will be completed through the site plan approval process.

*Building Department:* Four story building could have concerns for fire fighting ability. Not sure if they are compliant with parking regulations for numbers and accessible parking. Apartment building would require proof of adequate water supply for fire fighting and a hydrant that complies with OBC and possible fire route. Reduced setbacks may affect limiting distance per OBC and maybe required to be firewalls with no openings.

*Fire:* Fire Services caution against construction of residential buildings over 3 storey's in height as current fire department service levels for exterior rescue and suppression operations are limited to a maximum of 3 storey's. Fire Services acknowledge that building design and fire protection systems, equal to or above requirements through OBC, would provide increased fire safety protection for occupants.

*Water:* No comments.

*Infrastructure and Development:* The Infrastructure and Development Department has reviewed the submission and the supporting technical reports provided to date. Based on the information currently available, the Department has no concerns with the proposed development at this stage, subject to the submission and review of the final detailed design and supporting documentation.

The technical reports submitted with the application include calculations and supporting analysis that generally demonstrate that the proposed subdivision can be serviced without negatively impacting existing municipal infrastructure or the surrounding community. Final confirmation of servicing requirements will be completed as part of the detailed design and engineering review prior to development proceeding.

One outstanding consideration is the sanitary servicing capacity of the Town of West Lorne. Municipal staff are continuing to review and refine the available sanitary flow and capacity calculations to establish a more accurate assessment of the system's existing and future capacity. This review is important as the available sanitary capacity may have implications for the extent and timing of future development within West Lorne.

Until the sanitary capacity assessment is finalized, it cannot be confirmed that the full build-out of the proposed plan, or other future development within the Town, can be accommodated by the existing sanitary system. The findings of this assessment may therefore influence the final servicing requirements, phasing, or overall development potential of this project.

At this time, staff are recommending that the application(s) proceed through the appropriate review process, with final approval and detailed servicing considerations remaining subject to confirmation of municipal sanitary capacity and acceptance of the final engineering design.

*Chief Administrative Officer:* No comments.

*Public:* Concerns regarding statutory requirements. Refer to *Statutory Notice Requirements* section below. A written public submission can be found under Appendix 2.

The applicant for the proposed subdivision to the south also expressed concerns as the proposed development proposed three (3) north-south connections. The most westerly connection now has a temporary turning circle due to not being able to come to an agreement with the landowner to purchase that portion of the lands in order to connect to Elm Street. The applicant is concerned that, by changing the proposed road to a private road, it will not allow connection to their lands. This results in having two (2) connections and not three (3) as originally contemplated.

Engineering has confirmed that two (2) accesses, being proposed Street 'C' and Mehring Street are sufficient. Although a third access would be beneficial, going through private property for public access would require an easement. Adding infrastructure is not in the best interest of the Municipality due to liabilities of this infrastructure being maintained properly in the future and operating as intended.

### **Financial Implications:**

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time.

### **Alignment with Strategic Priorities:**

| <b>Infrastructure Improvement</b>                                                                       | <b>Recreation</b>                                                                                      | <b>Economic Development</b>                                                                                    | <b>Community Engagement</b>                                       |
|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

### **Statutory Notice Requirements:**

The Notice of the Public Meeting was provided in accordance with the provisions of the Planning Act.

A Notice was posted on the Municipality's website on September 11<sup>th</sup>, meeting the minimum 20-day requirement. Property owners within 120m of the subject lands were provided notice through regular mail delivery. Signage advising of the date of the Public Meeting, as well as the purpose and effect of the application, was placed on the subject property.

In accordance with the Planning Act and O.Reg. 545/06, notice shall be given in the manner described as:

1. by personal service or ordinary mail, to every owner of land within 120 metres of the subject land, by posting a notice, clearly visible and legible from a public highway or other place to which the public has access, at every separately assessed property within the subject land or, if posting on the property

is impractical, at a nearby location chosen by the clerk of the municipality or the secretary-treasurer of the planning board. OR;

2. Notice shall be given by publishing a notice in a newspaper that, in the opinion of the clerk of the municipality or the secretary-treasurer of the planning board, is of sufficiently general circulation in the area to which the proposed by-law would apply that it would give the public reasonable notice of the public meeting or open house, as the case may be. OR;

3. If, in the opinion of the clerk or the secretary-treasurer, a newspaper does not exist, notice shall be given by posting a notice on the website of the Municipality or planning board.

Upon Council making a decision regarding D14 06-2026, the required notice of decision will be circulated as prescribed under the regulations of the *Planning Act*. There is a 20-day appeal period where objections may be submitted to the Ontario Land Tribunal (OLT). To ensure that the OLT has regard to Council's decision, Council should be able to demonstrate that its decision was fully supported by relevant information and that the information was considered by Council.

### **Conclusion:**

Subject to receiving additional comments from the public and Council, staff is in a position to state that the proposed zoning by-law amendment as proposed in By-law 2026-39 is;

- i) Consistent with the direction of the Provincial Planning Statement 2024, including but not limited to Sections 2.1.4, 2.2.1, 2.3.1.1 and 2.3.1.2;
- ii) Conforms to the relevant policies of the Elgin County Official Plan, including but not limited to Sections 4.2 and 4.3;
- iii) Conforms to the relevant policies of Municipality of West Elgin Official Plan, including but not limited to Sections 2.2, 3.3.1, 3.3.2.2, 3.3.3 and 7.23 and;
- iv) Satisfies the criteria of Zoning By-law 2015-36, subsection 10.3 as amended.

Therefore, staff recommends approval of Zoning By-Law No. 2026-39.

### **Respectfully submitted by:**

Diana Morris  
Senior Planner

### **Reviewed by:**

Mat Vaughan  
Director of Planning and Development (Elgin County)

**Approved By:**

Robin Greenall

Chief Administrator Officer

**Attachments:**

Appendix 1- By-law 2026-39

Appendix 2- Public Comment

**Report Approval Details**

|                      |                                                                                           |
|----------------------|-------------------------------------------------------------------------------------------|
| Document Title:      | 194 Ridge Street and 172 Chestnut Street- Zoning By-law Amendment - 2026-20-Planning.docx |
| Attachments:         | - Appendix 1-Zoning By-law 2026-39.pdf                                                    |
| Final Approval Date: | Sep 4, 2026                                                                               |

This report and all of its attachments were approved and signed as outlined below:

Robin Greenall

## Appendix 1- Draft By-law 2026-39



MUNICIPALITY OF  
**West Elgin**

**The Corporation of the Municipality of West Elgin**

**By-Law No. 2026-39**

**Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36**

**Whereas** the Council of the Corporation of the Municipality of West Elgin deems it advisable to amend By-law No. 2015-36, as amended, being the Comprehensive Zoning By-law of the Municipality of West Elgin:

**Now Therefore** the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. **THAT** Schedule "C" Map No. 6 to By-law No. 2015-36, is hereby amended by changing the subject property from Residential First Density (R1) Zone and Future Residential (FR) Zone to a Site-Specific Residential Third Density (R3-8) Zone for those lands outlined on **Schedule 'A'** attached hereto and forming part of this By-law.
2. **THAT** Subsection 10.3- Site-Specific Zones of By-law 2015-36, as amended, is hereby further amended by adding the following Special Provisions:

"10.3.8 a) Defined Area (194 Ridge Street and 172 Chestnut Street)  
R3-8 as shown on Schedule "C" Map No. 6.

b) Additional Permitted Uses

- i) The dwelling existing prior to passing of this by-law can be used for a temporary leasing centre for a period not exceeding three (3) years from the date of passing of this by-law or once all lots within the proposed development are sold, whichever comes first.

**Leasing Centre** is defined as *"An existing dwelling used in the interim for the purpose of an office and/or show room/sales to promote the sale/rental of residential units within an approved development."*

- ii) The dwelling existing prior to passing of this by-law can be used as guest suites.

**Guest Suite** is defined as *"The use of an existing dwelling for an intended short-term stay, for visitors and is not for permanent housekeeping or long-term tenancy."*

All other permitted uses in Section 10.1.1 shall apply

- c) Notwithstanding the provisions of Section 10 of the By-law, the lands zoned R3-8, the following provisions shall apply:

|                                              |                                                                                                                                                                                                                                                    |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maximum Lot Coverage                         | 40%                                                                                                                                                                                                                                                |
| Minimum front yard depth                     | 6.0m                                                                                                                                                                                                                                               |
| Minimum interior side yard depth (Townhouse) | 1.8m where the side wall of a townhouse unit faces the lot line and 3.75m where the rear wall of a townhouse unit faces the lot line                                                                                                               |
| Minimum exterior side yard depth (Townhouse) | 1.8m where the side wall of a townhouse unit faces the lot line                                                                                                                                                                                    |
| Minimum rear yard depth                      | 2.6m                                                                                                                                                                                                                                               |
| Maximum building height                      | 4 storey's shall be permitted for an Apartment building                                                                                                                                                                                            |
| Minimum Outdoor Amenity Area                 | 36sqm per unit                                                                                                                                                                                                                                     |
| Maximum parking coverage                     | 27%                                                                                                                                                                                                                                                |
| Yard Encroachment                            | Notwithstanding Section 4.29.1 of By-law 2015-36, Covered decks/patios may project not more than two and one-half (2.5) metres into any required front yard, exterior side yard or rear yard provided they do not project into any sight triangle. |

- d) Where the development of any land is approved under Section 41 of the Planning Act and pursuant to a consent subsequently given under Section 53 of the Act or pursuant to an approval or exemption subsequently given under Section 50 of the Condominium Act, any part of the land is conveyed or otherwise dealt with, the regulations of this By-law are hereby deemed to apply to the land as a whole and to any building or structure thereon in the same manner and to the same extent as if the consent, approval or exemption was not given, so long as the land and any building or structure thereon are used and continue to be used for the purpose for which the development was approved.

3. **THAT** this By-law shall come into force pursuant to Section 34(2) of the *Planning Act, RSO 1990*.

**READ A FIRST AND SECOND TIME, CONSIDERING READ A THIRD TIME AND FINALLY PASSED THIS 10<sup>th</sup> DAY OF September, 2026.**

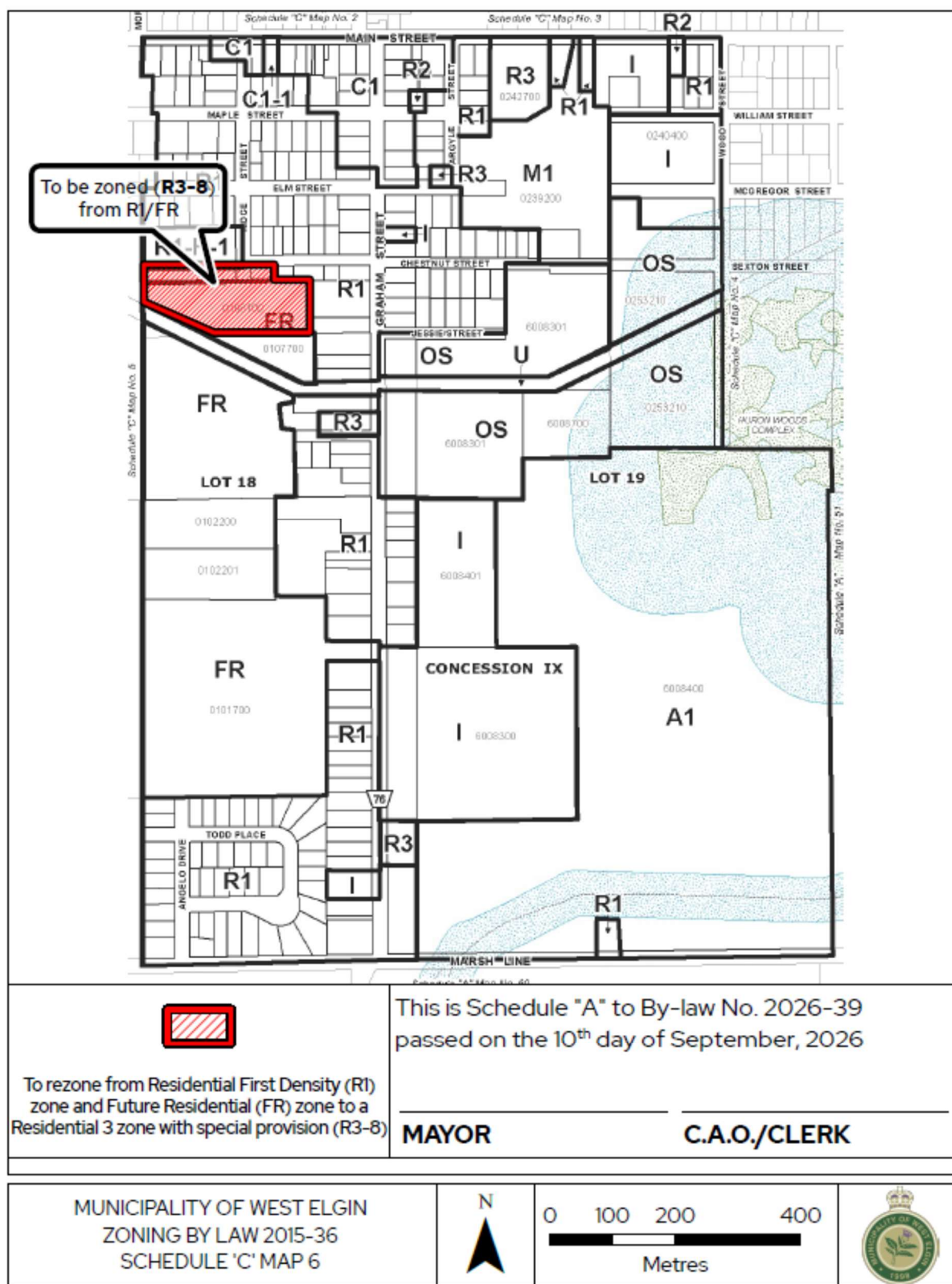
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Richard Leatham  
Mayor

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Terri Towstiuć  
Clerk

## Schedule A



**Subject:**

FW: Public Submission — D14 06-2026

Re: D14 06-2026 only — Ridge Street and Chestnut Street

Please file this letter as a written public submission for File D14 06-2026.

Dear Mayor and Members of Council:

I support responsible housing growth in West Elgin. I am not asking Council to reject the proposed townhouse and apartment development at 194 Ridge Street and 172 Chestnut Street. I ask Council not to

grant unconditional development rights before the Municipality have confirmed that the project is safe, serviceable, funded, and legally secured.

Before Council makes a final decision, the complete available planning record—including the proposed R3-8 zoning rules, final site plan, height, number of stores, unit count, density, technical studies, agency comments, staff report, and proposed conditions—should be available to residents online and at the Municipal Office.

This site should be reviewed together with File D14 09-2026 on Elm Street for their combined full-buildout effect on water supply, sanitary sewer capacity, hydrants, fire flow, emergency access, roads, stormwater, drainage, municipal infrastructure, and future costs. This is a request for combined technical

review; this letter is a submission on D14 06-2026 only.

Requested Council decision.

Council should not pass an unconditional zoning by-law amendment for D14 06-2026. If Council supports

the proposed housing, it should approve the amendment only with a holding provision that clearly identifies the conditions required before the new R3-8 zoning permissions can be used.

The holding provision should remain in effect until the Municipality has confirmed that the following matters are complete or legally secured:

1. Final development details. The final R3-8 zoning standards, height, stores, unit count, density, site plan, access, parking, and site-specific permissions are publicly available and approved through the applicable process.
2. Combined service review. The Municipality has completed a full-build-out review of D14 06-2026 and D14 09-2026 for potable water, water pressure, fire flow, sanitary sewer capacity, stormwater, drainage, roads, emergency access, and required infrastructure upgrades.
3. Fire and emergency safety. West Elgin Fire Rescue has confirmed in writing that the final building form and height can be safely served, including a suitable fire route, turning area, hydrants, water supply, fire flow, and emergency-vehicle access.
4. Servicing and drainage. The Municipality has accepted water, sanitary, stormwater, and drainage information demonstrating that the proposed development can proceed without unacceptable offsite effects.
5. Costs and funding. The Municipality has identified every required work, study, peer review, inspection, infrastructure upgrade, maintenance obligation, and long-term replacement

responsibility, including its cost, timing, responsible party, ownership, and lawful funding source.

6. Developer agreements and security. The developer has entered all applicable site-plan, servicing, drainage, subdivision, or development agreements and has provided required financial security for developer-funded works, incomplete works, repairs, and other obligations.

7. Charges and fees. The Municipality applies and collects all applicable development charges and authorized fees at the legally required stage. Project-specific work or costs not covered by development charges must be secured from the developer through the applicable agreement or other lawful mechanism.

8. No premature construction. Council should not remove the holding provision until these requirements are complete or formally secured. After removal of the hold, the Municipality should not issue building permits, and no grading, servicing, drainage work, construction, or occupancy should proceed until all permits, agreements, payments, securities, and approvals required for that stage are in place.

If staff does not recommend a holding provision, Council should require staff to explain in the public report how and when all remaining servicing, drainage, fire-safety, infrastructure, financial, agreement, security, ownership, and long-term maintenance matters will be resolved before any construction begins.

The report should identify the responsible party and lawful funding source for each required work, distinguish costs payable through development charges from costs secured through developer agreements, and confirm what legally prevents permits, grading, servicing, or construction from proceeding before those requirements are met.

Existing West Elgin taxpayers should not be left with unplanned costs or long-term obligations created by

this development. Development-related works, studies, reviews, infrastructure upgrades, and maintenance obligations should be paid by or secured from the developer where legally applicable or funded through authorized growth-related charges where eligible.

Thank you for filing this submission under D14 06-2026 and considering this request.

Re: D14 06-2026 only — Ridge Street and Chestnut Street

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funded through authorized growth-related charges where eligible.

Thank you for filing this submission under D14 06-2026 and considering this request.

Mayor and Members of Council, Municipality of West Elgin  
Municipal Clerk; Planning Department; Chief Building Official; Fire Chief

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funded through authorized growth-related charges where eligible.

Thank you for filing this submission under D14 06-2026 and considering this request.



## Staff Report

---

**Report To:** Committee of the Whole  
**From:** Diana Morris, Senior Planner  
**Date:** 2026-10-01  
**Subject:** Draft Plan of Subdivision 34T-WE2501 and Zoning By-law Amendment Application D14 09-2026- Recommendation Report (Planning Report 2026-24)- Elm Street

---

### **Recommendation:**

That West Elgin Committee of the Whole hereby receives the report from Diana Morris, Senior Planner regarding Draft Plan of Subdivision Application and Zoning By-law Amendment Application (Application No. D14 09-2026) – Recommendation Report (Planning Report 2026-24), And;

That West Elgin Committee of the Whole recommends the endorsement of conditions and approval of the proposed Draft Plan of Subdivision 34T-WE2501 to Elgin County, subject to the conditions listed in Appendix 3 to Planning Report PLA 2026-24 being assigned to any Notice of Decision by the County, for Council's consideration, And;

That West Elgin Committee of the Whole recommends the approval of the Zoning By-law Amendment Application D14 09-2026 to rezone the subject property from Future Residential to a Site-Specific Residential Second Density (R2-3) Zone and to a Site-Specific Residential Third Density (R3-9) and a Site-Specific Open Space (OS-7) Zone as presented in By-law 2026-50 attached as Appendix 1 to Planning Report 2026-24 be recommended to Council, And;

That subject to no concerns being raised at the public meeting, that By-law 2026-50 to amend Zoning By-law 2015-36, as amended, be presented at the regular meeting of Council on October 8, 2026, for adoption. (Planning Report 2026-24).

### **Purpose:**

The purpose of this application is to rezone the subject property from Future Residential to a Site-Specific Residential Second Density (R2-3) Zone and to a Site-Specific Residential Third Density (R3-9) and a Site-Specific Open Space (OS-7) Zone.

No concerns or objections have been identified by circulated agencies. A resident provided an e-mail advising some concerns can be found under the Public Comments section of this report. Residents also voiced that the Statutory Notice Requirements have not been met. Please refer to that section in the report for more information.

### **Site Description:**

The subject lands are legally described as Part of Lots 36, 70 and 79, Registered Plan No. 199 in the Municipality of West Elgin in the County of Elgin. The lands are located south of Elm Street and west of Graham Road, generally southwest of the downtown core of West Lorne. Existing road access is provided from Elm Street to the north and the terminus of Mehring Street to the east. The irregular shaped parcel of land has a total site area of 15.2 hectares (37.56 ac) and is predominately flat and presently used for agricultural cropland production.

There are two significant linear features which transect the Subject Lands: a municipal drain and hydro powerline corridor. **Figure 1- Location Map.**

The Brock Creek Drain is regulated by the Lower Thames Valley Conservation Authority and generally drains stormwater from north to south, from the terminus of Wellington Street to the southern property limit. Surface stormwater flows entering the drainage channel ultimately flow to Lake Erie. In addition to the physical drainage channel, municipal sanitary infrastructure has been placed via easement to the east of the drain.

The hydro corridor traverses the site to the north with overhead powerlines from the westerly limit of the property at Elm Street to the easterly property limit at Graham Street. The transmission corridor is not part of the Subject Lands.

The subject lands are located within the settlement area of West Lorne, a walkable community of predominately low-density residential uses, elementary & high school, West Lorne arena and community park (sports fields), and other commercial services within the downtown core.

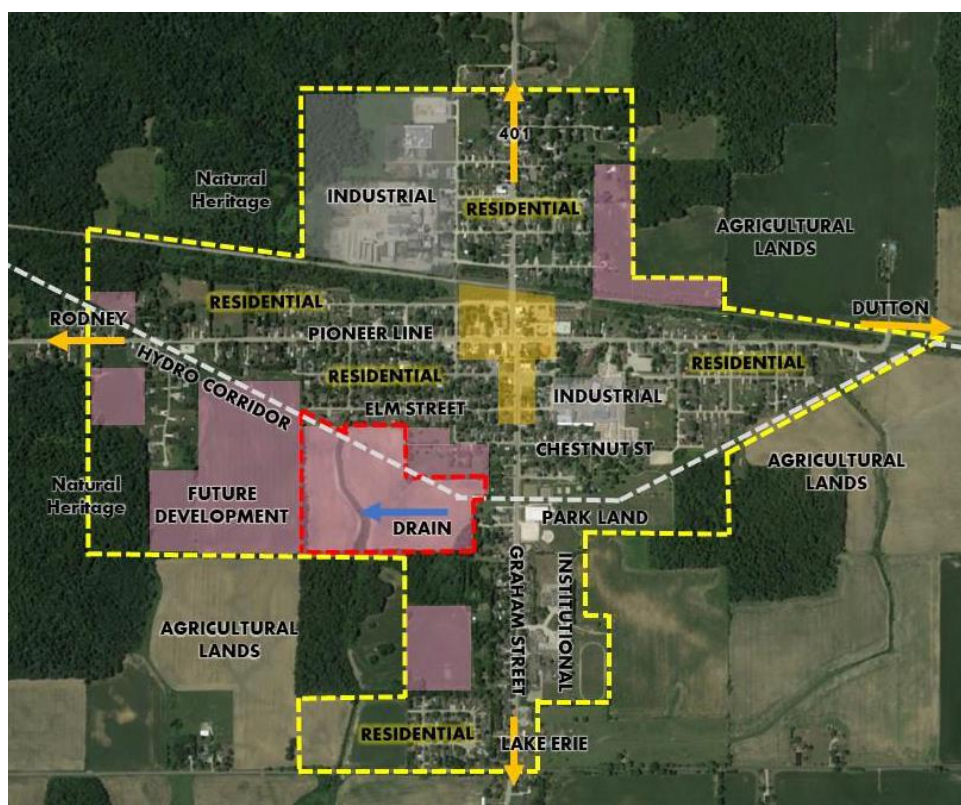
The immediate surrounding land uses include existing single detached residential homes to the north and east. Lands to the west are currently cultivated for agricultural uses but are designated and zoned for future residential development. To the south is a wooded natural area (outside the settlement area boundary) to be retained and other wooded areas and agricultural lands (within the settlement area) that are designated and zoned for future residential development (**Figure 2**).

| <b>Application D14 09-2026</b> |                                                   |
|--------------------------------|---------------------------------------------------|
| Owner                          | 1000022065 Ontario Ltd. c/o Saravpreet Minhas     |
| Address                        | Elm Street (no formal Municipal address assigned) |
| Water Supply                   | Municipal                                         |
| Sewage Supply                  | Municipal                                         |

|                                          |                        |
|------------------------------------------|------------------------|
| Existing Buildings/Structures            | Vacant                 |
| Elgin County Official Plan               | Tier 1 Settlement Area |
| Municipality of West Elgin Official Plan | Residential            |

**Figure 1- Location Map**



**Figure 2- Surrounding Land Use Map****Proposed Development:**

The subject lands are proposed to be developed as a mixed-use residential community. The 15.1 ha of land would create six (6) new public roads (A' through 'F'), 113 single-detached residential lots, 10 semi-detached residential lots (20 dwelling units), and two (2) multi-unit blocks, for a total of approximately 157 dwelling units. The proposed development also includes two (2) blocks for a stormwater management pond, three (3) blocks for the municipal drain, two (2) blocks for open space and one (1) remnant parcel block. The stormwater management and municipal drain blocks would be dedicated to the Municipality as a condition of draft plan approval. The proposed draft plan of subdivision is illustrated in **Appendix 2**.

| Land Use                  | Number of Units/Blocks  | Land Area (in hectares) |
|---------------------------|-------------------------|-------------------------|
| Single-detached dwellings | 113                     | 6.23                    |
| Semi-detached dwellings   | 10 (20 units total)     | 1.13                    |
| Medium Density            | 2 blocks (+/- 24 units) | 0.83                    |
| Stormwater Management     | 2 blocks                | 0.98                    |
| Municipal Drain           | 3 blocks                | 1.57                    |
| Open Space                | 2 blocks                | 1.05                    |
| Right-of-Ways             | 3 blocks                | 3.28                    |
| Other Uses                | 1 block (remnant)       | 0.03                    |
| <b>Total Area</b>         | <b>+/- 157 units</b>    | <b>15.1</b>             |

Access to the development would be established by extending Mehring Street from Graham Road to the east. A new intersection would be created onto Elm Street to the north via Street 'C' that would also intersect the powerline corridor. Street 'B' and Street 'F' have been oriented to potentially extend through the vacant lands to the north to connect to Elm Street and Ridge Street. These roads will require a temporary turning circle with the potential for street connections. Potential future development and street connection can be accommodated via Street 'A' to the west property limit and a reserve should those lands be developed in the future.

The two blocks (124 and 126) to the north property limit would be utilized for medium-density multi-unit residential developments, potentially in the form of townhouse dwellings.

A variety of residential lot sizes would be created to reflect contemporary building envelopes for both single detached and semi-detached lots. Lot depths vary in response to development constraints and street pattern. Variations in lot width and depth would create a variety of lot sizes resulting in multiple housing configurations and price points for a range of household types and incomes.

The approval of this Zoning By-law Amendment and Draft Plan of Subdivision will facilitate the future development outlined above and will establish the land uses on the subject lands.

### **Provincial Planning Statement (2024):**

#### **Policy 2.1.4- Planning for People and Homes:**

*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:*

- a) 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*
- b) 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 approved or registered plans.*

#### **Policy 2.2.1- Housing:**

*To provide an appropriate range and mix of housing options and densities to meet projected needs of current and future residents.*

#### **Policy 2.3.1.1 and 2.3.1.2- General Policies for Settlement Areas**

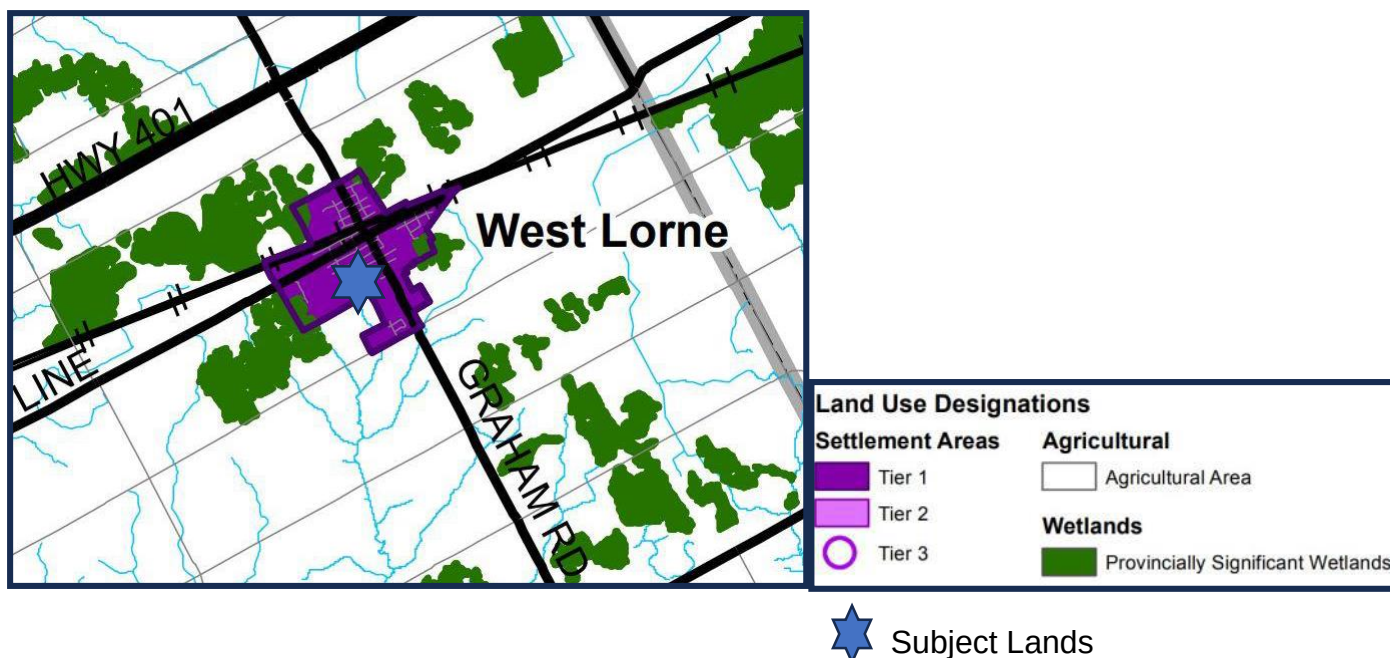
*Settlement areas shall be the focus of growth and development and should be based on densities and a mix of land uses which efficiently use land and resources, optimize existing and planned infrastructure and public service facilities.*

Comments: The proposed will provide additional residential units within a settlement area and increase the overall supply of housing to meet the Municipality's projected residential growth. The

proposed development introduces a mix of housing forms that broaden the range of housing opportunities and contributes to a more diverse housing supply. The subject lands are within a settlement area where growth and development are directed and will connect to existing municipal servicing infrastructure.

### Elgin County Official Plan (2025):

The subject lands are within the **Tier 1 Settlement Area** within West Lorne.



### Section 4.2- Residential Land Supply

*The County shall ensure there is an adequate supply of residentially designated land in the County to accommodate a minimum of 15 years of residential growth (including redevelopment and intensification opportunities, and 'greenfield' land). Further, local municipalities shall be required to maintain, at all times, land with servicing capacity sufficient to provide at least a five-year supply of residential units available through lands suitably zoned and (where available) serviced.*

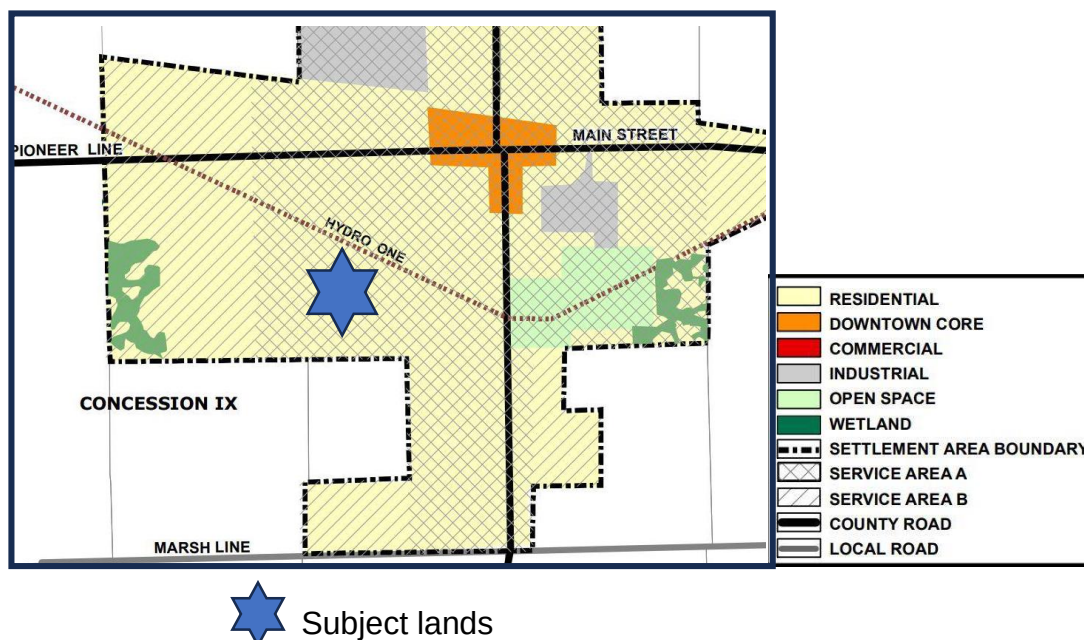
### Section 4.3- Requiring a Mix of Housing

*Providing for a range of housing typologies promotes affordability and ensures that the County maintains options for households at all stages of their lifecycle. In settlement areas where full municipal services are available, a range of housing typologies shall be provided. Where new residential development proposes single detached dwellings, they shall generally not comprise more than 70% of the dwelling mix. The proposed is slightly under this requirement at 69%.*

Comments: The subject lands are within a designated settlement area (West Lorne) which can accommodate residential growth while providing a mix of housing and where servicing infrastructure exists.

## Municipality of West Elgin Official Plan:

The subject lands are within the West Lorne Settlement Area and designated '**Residential**.'



### Section 2.2- Goals

*In alignment with the Provincial and County direction and to guide the future pattern of growth, the following five key goals have been established:*

- a) To focus growth within the existing serviced settlement areas of Rodney and West Lorne while protecting the rural and agricultural character of hamlets and villages;*
- b) To achieve and foster sustainable growth in population, economic development and housing;*
- c) To improve the range of housing opportunities with compact and compatible development in an effort to build complete communities;*

#### 3.3.1 Vision for Growth

*The majority of the Municipality's future growth will be directed to the Tier 1 settlement areas of Rodney and West Lorne, as shown on Schedule 1. These settlement areas are the only areas of West Elgin which are serviced by municipal water supply and municipal sanitary sewage systems with reserve capacities to accommodate growth. By directing the majority of future population growth to the two villages, the amount of land needed to accommodate this growth will be used most efficiently, the viability of these settlements will be improved, the investment in municipal infrastructure better utilized and the loss of prime agricultural land to development minimized.*

### 3.3.2.2 Settlement Area Hierarchy- Tier 1 Settlement Area

*The Municipality has two tier 1 settlement areas: Rodney and West Lorne. These settlement areas generally have the largest population and are serviced by municipal water and municipal sanitary sewage systems. It is the intent of this Plan to direct the majority of growth to Tier 1 settlement areas through compact, complete mixed-use communities.*

### 3.3.3 Development in Settlement Areas

*Settlement areas are the focus of growth and development. Full municipal sewage and water services are the preferred form of servicing in the settlement areas. New development in settlement areas is intended to take place on full municipal services where possible.*

### Section 7.2.3- Residential

*Areas designated for residential purposes include existing residential development and vacant lands for accommodating future residential development.*

### Section 7.2.3.3- Residential Density

*The Municipality will support the County's overall minimum residential density target of 20 units per net hectare in Tier 1 Settlement Areas of Rodney and West Lorne by:*

- a) promoting a mix of low and medium density housing opportunities;*
- b) encouraging the efficient use of land through the site plan and plan of subdivision process;*
- c) encouraging denser forms of development where appropriate; and,*
- d) updating the Municipality's Zoning by-law to include appropriate minimum and maximum densities for development, taking into account any servicing constraints/limitations in Rodney and West Lorne*

### 7.2.3.5- Housing Mix

*In accordance with County policy, development proposals for undeveloped parcels shall incorporate a range of housing types and densities, such that no more than 70% of proposed dwelling units are composed of single detached dwelling.*

Comments: The proposed development would accommodate a variety/diversity of housing forms and densities in order to support complete communities and meet the housing needs of future residents within a settlement area. The proposed single detached dwellings will account for slightly under the 70% maximum, at 69%.

### **Municipality of West Elgin Zoning By-law 2015-36 (ZBL):**

The subject lands are currently zoned Future Residential (FR) Zone on Schedule 'C' Map No. 5.

In order to implement the proposed development, the requested zoning by-law amendment would rezone the lands to a Site-Specific Residential Second Density (R2-3) Zone and to a Site-Specific Residential Third Density (R3-9) Zone and a Site-Specific Open Space (OS-7) Zone.

| Section(s)                                                                                                                                                        |                                          | Provisions                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                            |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Existing Zoning</b><br><br>Future Residential (FR)                                                                                                             |                                          | This zone applies to large undeveloped parcels in settlement areas designated ‘Residential’ in the West Elgin Official Plan and is intended for future residential purposes. The zoning which would ultimately be applied to these lands would be determined upon submission of a plan of subdivision or plan of condominium approvals and a development agreement entered into with the Municipality. |                                                                                                                                            |
| <b>Proposed Zoning</b><br><br>Site Specific Residential Second Density (R2-3), Site Specific Residential Third Density (R3-9) and Site-Specific Open Space (OS-7) |                                          | The subject lands are proposed to be rezoned to Residential zones to permit a mix of housing types and open space zone for stormwater management and municipal drain blocks.                                                                                                                                                                                                                           |                                                                                                                                            |
| <b>Municipality of West Elgin Zoning By-law 2015-36</b>                                                                                                           | <b>Residential 2 (R2) Zone Standards</b> | <b>Regulation</b>                                                                                                                                                                                                                                                                                                                                                                                      | <b>Proposed (R2-3)</b>                                                                                                                     |
|                                                                                                                                                                   | Minimum Lot Area (Single unit dwelling)  | 500sqm                                                                                                                                                                                                                                                                                                                                                                                                 | 370sqm                                                                                                                                     |
|                                                                                                                                                                   | Minimum Side Yard Width (Semi-detached)  | 1.5m and 7.5m abutting the street                                                                                                                                                                                                                                                                                                                                                                      | 1.2m and 4.0m on the side abutting the street                                                                                              |
|                                                                                                                                                                   | Minimum Side Yard (Single unit)          | 1.5m, 4.5m on the other side and 7.5m abutting the street                                                                                                                                                                                                                                                                                                                                              | 1.2m with an attached garage, 1.2m on one side and 4.0m on the other side with no attached garage and 4.0m on the side abutting the street |
|                                                                                                                                                                   | <b>Residential 3 (R3) Zone Standards</b> | <b>Regulation</b>                                                                                                                                                                                                                                                                                                                                                                                      | <b>Proposed (R3-9)</b>                                                                                                                     |
|                                                                                                                                                                   | Minimum Side Yard (townhouse dwelling)   | 6.0m or one-half the height                                                                                                                                                                                                                                                                                                                                                                            | 3.0m to a wall with no window to a                                                                                                         |

|  |                                                 |                                         |                                                                                                       |
|--|-------------------------------------------------|-----------------------------------------|-------------------------------------------------------------------------------------------------------|
|  |                                                 | whichever is greater on an interior lot | habitable room and 6.0m to a wall with windows to a habitable room                                    |
|  | Minimum Rear Yard Depth<br>(townhouse dwelling) | 10.5m                                   | 3.0m to a wall with no window to a habitable room and 6.0m to a wall with windows to a habitable room |
|  | <b>Open Space (OS) Zone Standards</b>           | <b>Regulation</b>                       | <b>Proposed (OS-7)</b>                                                                                |
|  |                                                 | Uses are not permitted                  | Addition of Stormwater Management Facility and Municipal Drain as permitted uses                      |

The proposed site-specific zones are being requested to implement the conceptual plan which is intended to establish zone provisions for a mixed residential development incorporating a range of housing types/options.

The site-specific zoning by-law amendments (R2-3) aims to create a compact residential development that would offer a mix of built forms which would include singles, semis and townhomes on full municipal services. The requested provisions would allow for a greater degree of flexibility with respect to lot sizes/building envelopes that would maximize the functionality of each residential lot.

The medium density blocks (R3-9) are both irregularly shaped and the intent of the site-specific provisions is to maintain setbacks for the development blocks while maintaining flexibility.

Design flexibility would maintain appropriate space from the property line by limiting placement of the built form. On walls where windows to a habitable room exist, the required setback is requested for the maintenance of building separation and would allow for reduced setback where no windows to habitable spaces occur. Generally, the reduced setback occurs along the side walls of multi unit developments. These design consideration place emphasis on the establishment of an appropriate separation for privacy and overlook rather than emphasis on the classification of the yard to which the setback is proposed.

The By-law can be found in **Appendix 1**.

### **Supporting Studies**

### **Environmental Impact Assessment**

MTE Consultants prepared an Environmental Impact Assessment to indicate potential ecological impacts on the nearby natural features. The findings included:

- no negative impacts are anticipated for the significant woodland retained on the subject lands or adjacent lands.
- a naturalized buffer of 15m is proposed. Appropriate erosion and sediment control measures are recommended to ensure that there are no direct impacts to Brock Creek Drain and the fish habitat.
- a monitoring plan is recommended to document the implementation of the mitigation and compensation measures.

The recommendations as outlined in the report will be implemented as conditions of Draft Plan approval.

### **Site Servicing and Feasibility Study**

The site will be serviced by municipal water and wastewater, sanitary and storm servicing that can support the proposed development. Findings showed that the SWM facility is sufficient to meet both quality and quantity control requirements as outlined by the Municipality and Lower Thames Conservation Authority.

### **Archaeological Assessment Stage 1 & 2**

No artifacts or archaeological resources were identified and as such, no further assessment was recommended.

### **Transportation Impact Study**

The estimated trip generation from this development is 109 trips in the AM peak house (27 in and 82 out) and 144 trips in the PM peak hour (90 in and 54 out). The operational analysis focused on three intersections and these connections will be sufficient to accommodate traffic from the proposed full build out. It is estimated that approximately 50% of the total subdivision trips may use Street 'C' to connect to/from Elm Street which equates to 72 trips during the busiest peak hour at full build-up.

The operational analysis focused on three intersections, one of which assumed the connection from Street 'F' to Ridge Street. However, the owner to the north of the proposed has incorporated a private road and not a municipal road connecting to this proposed development.

### **Analysis and Comments:**

#### **Planning Policy Review**

When considering applications under the provisions of the *Planning Act*, Planning authorities shall ensure that decisions are consistent with the direction and policies within the *Provincial Planning Statement (PPS 2024)*, do not conflict with Provincial Plans and are based on sound planning principles. Decisions shall also conform to the policies of the County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP).

**Circulation:**

*Lower Thames Valley Conservation Authority:* No concerns from a zoning perspective. A permit would be required prior to any works/construction/site alteration taking place within 15 metres of the Trigger Drain and/or Wilton Drain. Conditions will be imposed as part of subdivision approval.

*Building Department:* No concerns.

*Water:* No comments.

*Drainage:* No comments.

*Infrastructure and Development:* The Infrastructure and Development Department has reviewed the subdivision submission and the supporting technical reports provided to date. Based on the information currently available, the Department has no concerns with the proposed development at this stage, subject to the submission and review of the final detailed design and supporting documentation.

The technical reports submitted with the application include calculations and supporting analysis that generally demonstrate that the proposed subdivision can be serviced without negatively impacting existing municipal infrastructure or the surrounding community. Final confirmation of servicing requirements will be completed as part of the detailed design and engineering review prior to development proceeding.

One outstanding consideration is the sanitary servicing capacity of the Town of West Lorne. Municipal staff are continuing to review and refine the available sanitary flow and capacity calculations to establish a more accurate assessment of the system's existing and future capacity. This review is important as the available sanitary capacity may have implications for the extent and timing of future development within West Lorne.

Until the sanitary capacity assessment is finalized, it cannot be confirmed that the full build-out of the proposed subdivision, or other future development within the Town, can be accommodated by the existing sanitary system. The findings of this assessment may therefore influence the final servicing requirements, phasing, or overall development potential of this project.

At this time, staff are recommending that the subdivision proceed through the appropriate review process, with final approval and detailed servicing considerations remaining subject to confirmation of municipal sanitary capacity and acceptance of the final engineering design.

The draft plan currently has 2 access points- one from Mehring Street to Graham and the other being the proposed Street 'C' to Elm Street. A third access was contemplated through the proposed development to the north connecting to Ridge Street, however, the neighbouring landowner has proposed a private road which would require an easement to access private property. Adding infrastructure is not in the best interest of the Municipality due to liabilities of this infrastructure being property maintained in the future and operating as intended.

*Chief Administrative Officer:* No comments.

*Hydro One:* conditions of draft plan approval will be implemented

*Public:* A resident is concerned that West Lorne does not have the infrastructure to sustain this growth. The area has grown in population over the last 10 years but has not seen any municipal improvement on the roads or in utility sources. Please see Appendix 4.

The public also expressed concerns regarding whether statutory requirements were met. Please see below for additional information.

### **Financial Implications:**

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time.

### **Alignment with Strategic Priorities:**

| Infrastructure Improvement                                                                              | Recreation                                                                                             | Economic Development                                                                                           | Community Engagement                                              |
|---------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| <input checked="" type="checkbox"/> To improve West Elgin's infrastructure to support long-term growth. | <input type="checkbox"/> To provide recreation and leisure activities to attract and retain residents. | <input type="checkbox"/> To ensure a strong economy that supports growth and maintains a lower cost of living. | <input type="checkbox"/> To enhance communication with residents. |

### **Statutory Notice Requirements:**

The Notice of the Public Meeting was provided in accordance with the provisions of the Planning Act.

A Notice was posted on the Municipality's website on September 11<sup>th</sup>, meeting the minimum 20-day requirement. Property owners within 120m of the subject lands were provided notice through regular mail delivery. Signage advising of the date of the Public Meeting, as well as the purpose and effect of the application, was placed on the subject property.

In accordance with the Planning Act and O.Reg. 545/06, notice shall be given in the manner described as:

1. by personal service or ordinary mail, to every owner of land within 120 metres of the subject land, by posting a notice, clearly visible and legible from a public highway or other place to which the public has access, at every separately assessed property within the subject land or, if posting on the property is impractical, at a nearby location chosen by the clerk of the municipality or the secretary-treasurer of the planning board. **OR;**

2. Notice shall be given by publishing a notice in a newspaper that, in the opinion of the clerk of the municipality or the secretary-treasurer of the planning board, is of sufficiently general circulation in the area to which the proposed by-law would apply that it would give the public reasonable notice of the public meeting or open house, as the case may be. **OR;**
3. If, in the opinion of the clerk or the secretary-treasurer, a newspaper does not exist, notice shall be given by posting a notice on the website of the Municipality of planning board.

Upon Council making a decision regarding D14 09-2026, the required notice of decision will be circulated as prescribed under the regulations of the Planning Act. There is a 20-day appeal period where objections by public bodies or specified persons may be submitted to the Ontario Land Tribunal (OLT). To ensure that the OLT has regard to Council's decision, Council should be able to demonstrate that its decision was fully supported by relevant information and that the information was considered by Council.

### **Conclusion:**

Subject to receiving additional comments from the public and Council, staff is in a position to state that the draft plan of subdivision and proposed zoning by-law amendment as proposed in By-law 2026-50 are;

- i) Consistent with the direction of the Provincial Planning Statement 2024, including but not limited to Sections 2.1.4, 2.2.1, 2.3.1.1 and 2.3.1.2;
- ii) Conforms to the relevant policies of the Elgin County Official Plan, including but not limited to Sections 4.2 and 4.3;
- iii) Conforms to the relevant policies of Municipality of West Elgin Official Plan, including but not limited to Sections 2.2, 3.3.1, 3.3.2.2, 3.3.3, 7.23 and 7.2.3.5;
- iv) Satisfies the criteria of Zoning By-law 2015-36, subsections 9.3 and 10.3 as amended.

Therefore, staff recommends approval Zoning By-law No. 2026-50 as attached in Appendix 1 and approval of Draft Plan of Subdivision 34T-WE2501 (Appendix 2) subject to the endorsement of the conditions in Appendix 3.

### **Respectfully submitted by:**

Diana Morris  
Senior Planner

### **Reviewed by:**

Mat Vaughan  
Director of Planning and Development (Elgin County)

**Approved By:**

Robin Greenall

Chief Administrator Officer

**Attachments:**

Appendix 1- Zoning By-law 2026-50

Appendix 2- Draft Plan of Subdivision

Appendix 3- Draft Plan Conditions

Appendix 4- Public Comment

**Report Approval Details**

|                      |                                                                                                                                                                                                |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Document Title:      | Elm Street- Draft Plan of Subdivision 34T-WE2501 and Zoning By-law Amendment Application D14 09-2026 - 2026-21-Planning.docx                                                                   |
| Attachments:         | <ul style="list-style-type: none"><li>- Appendix 1-Zoning By-law No. 2026-50.pdf</li><li>- Appendix 2- Draft Plan of Subdivision.pdf</li><li>- Appendix 3- Draft Plan Conditions.pdf</li></ul> |
| Final Approval Date: | Sep 4, 2026                                                                                                                                                                                    |

This report and all of its attachments were approved and signed as outlined below:

Robin Greenall

**Report Approval Details**

|                      |                                                                                                                                                                                                                                        |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Document Title:      | Elm Street- Draft Plan of Subdivision- 34T-WE2501 and Zoning By-law Amendment Application D14 09-2026 - 2026-24-Planning.docx                                                                                                          |
| Attachments:         | <ul style="list-style-type: none"><li>- Appendix 1-Zoning By-law No. 2026-50.pdf</li><li>- Appendix 2- Draft Plan of Subdivision.pdf</li><li>- Appendix 3- Draft Plan Conditions.pdf</li><li>- Appendix 4-Public Comment.pdf</li></ul> |
| Final Approval Date: | Sep 28, 2026                                                                                                                                                                                                                           |

This report and all of its attachments were approved and signed as outlined below:

Robin Greenall

## Appendix 1- Draft By-law 2026-50



MUNICIPALITY OF  
**West Elgin**

### The Corporation of the Municipality of West Elgin

#### By-Law No. 2026-50

#### Being a By-Law to Amend the Municipality of West Elgin Comprehensive Zoning By-Law No. 2015-36

**Whereas** the Council of the Corporation of the Municipality of West Elgin deems it advisable to amend By-law No. 2015-36, as amended, being the Comprehensive Zoning By-law of the Municipality of West Elgin:

**Now Therefore** the Council of the Corporation of the Municipality of West Elgin enacts as follows:

1. **THAT** Schedule "C" Map No. 5 to By-law No. 2015-36, is hereby amended by changing the subject property from Future Residential (FR) Zone to a Site-Specific Residential Second Density (R2-3) and Site Specific Residential Third Density (R3-9) Zone and a Site-Specific Open Space (OS-7) Zone for those lands outlined on **Schedule 'A'** attached hereto and forming part of this By-law.
2. **THAT** Subsection 9.3 and 10.3- Site-Specific Zones of By-law 2015-36, as amended, is hereby further amended by adding the following Special Provisions:

"9.3.4 a) Defined Area- R2-3 as shown on Schedule 'A' attached to this By-law.

b) Permitted Uses

Uses as outlined in Section 9.1.1 shall apply

- c) Notwithstanding the provisions of Section 9 of the By-law, the lands zoned R2-3, the following provisions shall apply:

|                                                  |         |
|--------------------------------------------------|---------|
| Minimum Lot Area ( <i>single unit dwelling</i> ) | 370 sqm |
|--------------------------------------------------|---------|

|                                                          |                               |
|----------------------------------------------------------|-------------------------------|
| Minimum Side Yard Width<br><i>Semi-detached dwelling</i> | a) 1.2m provided that no side |
|----------------------------------------------------------|-------------------------------|

yards shall be required between the common wall dividing the dwelling units

b) 4.0m on the side abutting the street and other requirements as listed in the R2 zone.

*Single-detached dwelling*

- a) 1.2m with an attached garage
- b) 1.2m on one side and 4.0m on the other side with no attached garage
- c) 4.0m on the side abutting the street and other requirements as listed above on the other side

“10.3.10 a) Defined Area- R3-9 as shown on Schedule ‘A’ attached to this By-law.

b) Permitted Uses

Uses as outlined in Section 10.1.1 shall apply

c) Notwithstanding the provisions of Section 10 of the By-law, the lands zoned R3-9, the following provisions shall apply:

|                                                       |                                                                                                       |
|-------------------------------------------------------|-------------------------------------------------------------------------------------------------------|
| Minimum side yard width ( <i>townhouse dwelling</i> ) | 3.0m to a wall with no window to a habitable room and 6.0m to a wall with windows to a habitable room |
| Minimum rear yard depth ( <i>townhouse dwelling</i> ) | 3.0m to a wall with no window to a habitable room and 6.0m to a wall with windows to a habitable room |

d) Notwithstanding any future lot division, the provisions of the R3-9 zone is to be assessed as a whole

“25.3.7 a) Defined Area- OS-7 as shown on Schedule ‘A’ attached to this By-law

b) Additional Permitted Uses

Stormwater Management Facility  
Municipal Drain

These are defined as follows:

**Stormwater Management Facility-** means the use of a premises where structures control and manage the quantity and quality of stormwater runoff.

***Municipal Drain-*** A communal drainage system including ditches, closed pipes or creeks to resolve drainage issues on agricultural and urban lands. Shall also mean drainage works as defined by the *Drainage Act*, as amended, from time to time.

3. **THAT:** this By-law shall come into force pursuant to Section 34(2) of the *Planning Act*, RSO 1990.

**READ A FIRST AND SECOND TIME, CONSIDERING READ A THIRD TIME AND FINALLY PASSED THIS 10<sup>th</sup> DAY OF September 2026.**

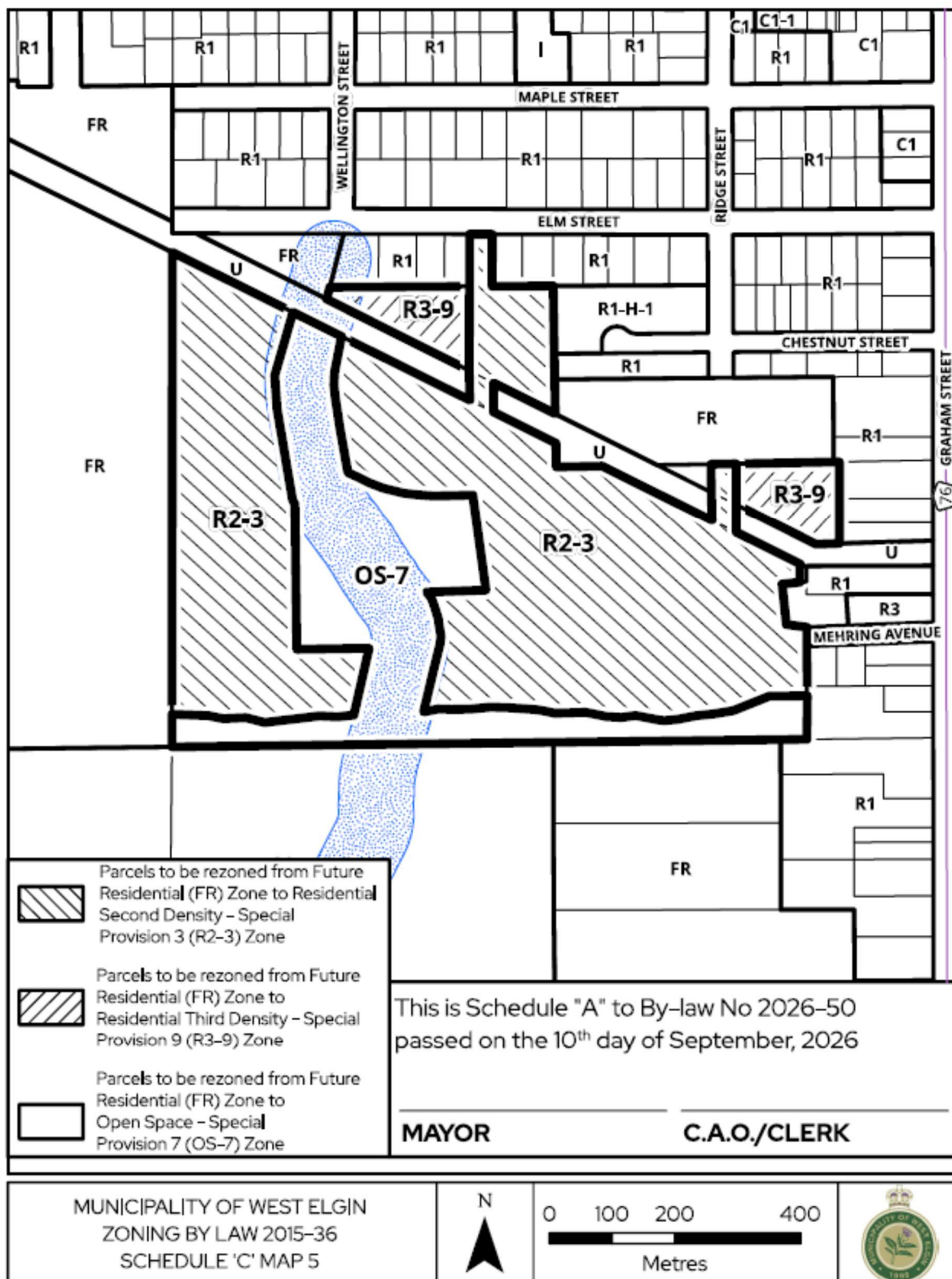
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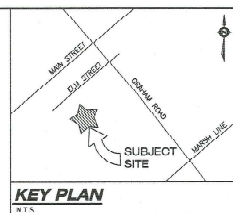
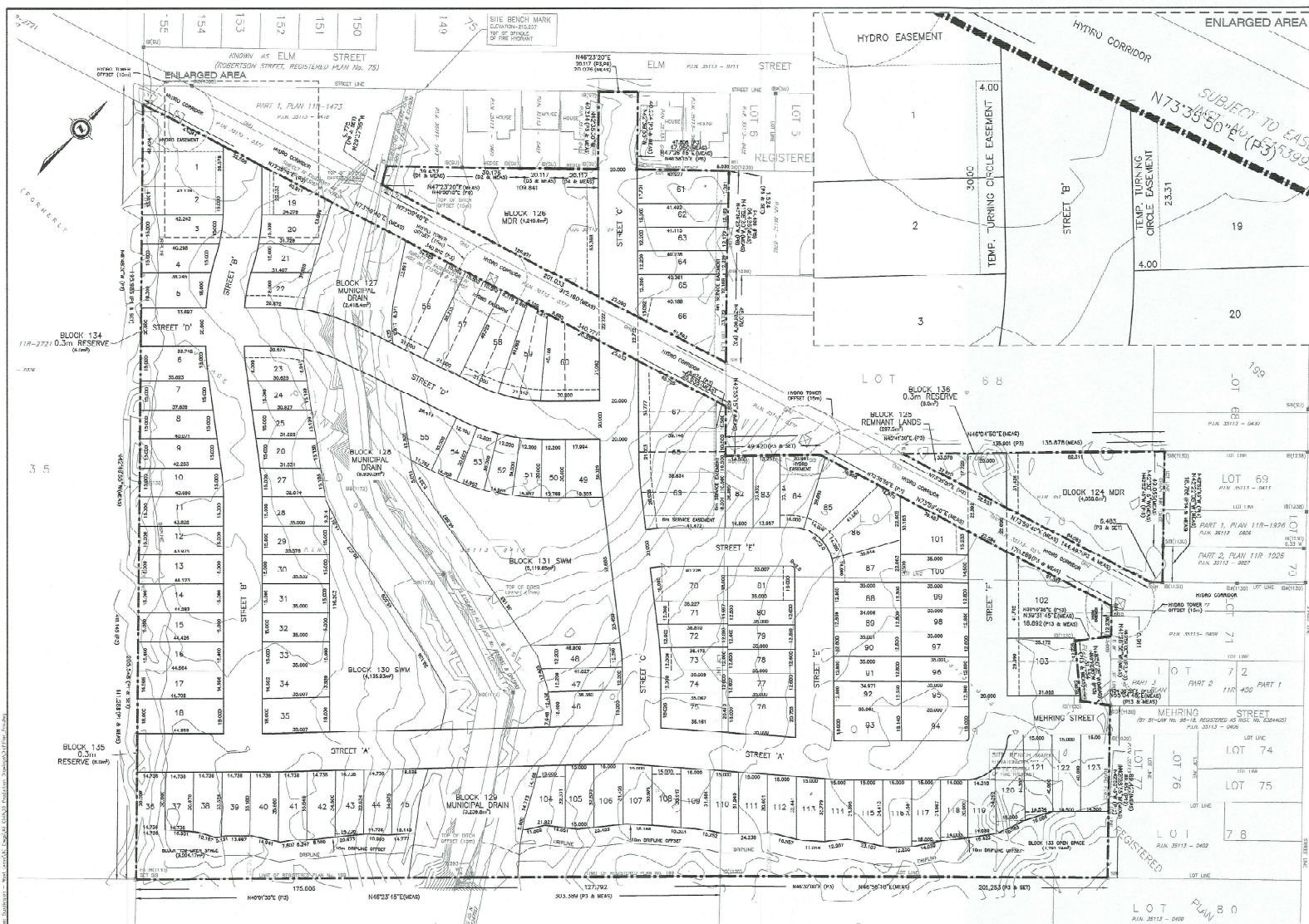
Richard Leatham  
Mayor

---

Terri Towstiuć  
Clerk

# Schedule 'A'





### LEGAL INFORMATION

PART OF  
LOTS 36, 70 AND 79  
REGISTERED PLAN No. 199  
IN THE  
MUNICIPALITY OF WEST ELGIN  
COUNTY OF ELGIN

### LEGEND:

- QUADRETER PROPERTY BOUNDARY
- PROPOSED LOT LINES
- TOP OF DITCH 15m BUFFER
- HYDRO TOWER 15m BUFFER
- HYDRO TOWER

### LAND USE CHART

| AREA TYPE         | COUNT                             | COUNT         | LAND AREA      |
|-------------------|-----------------------------------|---------------|----------------|
| SINGLE DETACHED   | LOTS 1-25, 61-65, 70-101, 108-123 | 113           | 0.23 Ha        |
| SEMI-DETACHED     | LOTS 66-69, 67-69, 102-103        | 10 (20 UNITS) | 1.13 Ha        |
| MEDIUM DENSITY    | BLK. 120-126                      | 2 BLOCKS      | 0.83 Ha        |
| SWIM AREA         | BLK. 120-121                      | 2 BLOCKS      | 0.88 Ha        |
| MUNICIPAL DRAIN   | BLK. 122-126                      | 3 BLOCKS      | 1.27 Ha        |
| DRINK SPACE       | BLK. 120-121                      | 2 BLOCKS      | 1.05 Ha        |
| R.O.W.            | STREET A-F<br>BLK. 124-126        | 3 BLOCKS      | 3.28 Ha        |
| OTHER USES        | BLK. 125<br>(SEMI-DET.)           | 1 BLOCK       | 0.03 Ha        |
| <b>TOTAL AREA</b> |                                   |               | <b>15.1 Ha</b> |

### REFERENCE DOCUMENTS:

1. TOPOGRAPHICAL PLAN OF SURVEY, COMPLETED BY MTC, DATED MAY 27, 2025.
2. TOPOGRAPHICAL PLAN OF SURVEY, COMPLETED BY MTC, FILE 48000-400-1 COPIES AND TIES

### OWNER'S CERTIFICATE:

I HEREBY CERTIFY THAT THE PLAN OF PROPOSED SUBDIVISION IS THE PROPERTY OF THE COUNTY OF ELGIN FOR APPROVAL.

DATE: 10th June 2026 OWNER:

### SURVEYOR'S CERTIFICATE:

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

DATE: June 9, 2026 SURVEYOR:

### METRIC:

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

|                         |            |     |                                          |          |    |          |
|-------------------------|------------|-----|------------------------------------------|----------|----|----------|
| AS CONSTRUCTED SERVICES | COMPLETION | No. | REVISIONS                                | DATE     | BY | COMMENTS |
| DESIGN                  | 28         | 1   | INITIAL DESIGN FOR REVIEW                | 04/01/23 | JR |          |
| DESIGN                  | 02         | 2   | UPDATED AND SUBMITTED FOR REVIEW         | 02/02/23 | JR |          |
| DESIGN                  | NO         | 3   | FOR DRAFT PLAN APPROVAL                  | 03/02/23 | JR |          |
| DESIGN                  | NO         | 4   | ADDED DRAINAGE                           | 20/11/23 | JR |          |
| DATE                    | 09/06/2023 | 5   | REVISIONS LISTING AS PER DRAINAGE SKETCH | 14/07/23 | SC |          |
| DATE                    | 21-1-2024  | 6   | REVISIONS AS PER DRAINAGE COMMENTS       | 16/06/23 | SC |          |
| DATE                    |            | 7   | REVISIONS FOR FINAL SIGNATURES           | 15/04/24 | SC |          |
| DATE                    |            | 8   | REVISIONS FOR SIGNATURES                 | 08/06/24 | SC |          |

**STRIK BALDINELLI MONIZ**  
P.L.L.C.  
REGISTERED PROFESSIONAL ENGINEER  
1800 KENNEDY RD. UNIT 201, LONDON, ONTARIO, N6C 4B8  
Tel: (519) 471-6987 Fax: (519) 471-0004  
Email: sbm@sbm.ca

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

**1000022065 ONTARIO LTD.**  
26 FIELDVIEW DR.  
BRAMPTON, ON  
L6P 2X7  
P: 647.274.7897  
E: saravpreet@hotmail.com

SCALE: 1"=1000'  
10' 1" 20' 1" 30' 1"

**DRAFT PLAN OF SUBDIVISION**  
**WEST LORNE SUBDIVISION**  
FLM STREET  
WEST LORNE, ON.

PROJECT NO: **SBM-21-1379**  
SHEET NO: **DP1**  
PLAN FILE NO: **---**

### **APPENDIX 3- Municipal Recommended Conditions of Draft Approval 34T- WE2501**

That Council of the Municipality of West Elgin recommend APPROVAL to the County of Elgin Approval Authority for the proposed Draft Plan of Subdivision 34T-WE2501 with the following Municipal conditions;

1. That this approval applies to the **draft plan of subdivision** prepared and certified by Jeremy Matthews **O.L.S., dated June 9, 2026**, that shows one-hundred and thirteen (113) lots for single detached dwellings, ten (10) lots for semi-detached dwellings for a total of 20 units, two (2) blocks for medium density residential uses, two (2) blocks for stormwater management, three (3) blocks for the municipal drain, two (2) blocks for Open Space, three (3) blocks Right-of-Ways, including reserves and one (1) block for a remnant parcel for lands legally described as Part of Lots 36, 70 and 79, Registered Plan No. 199, in the Municipality of West Elgin (formerly Village of West Lorne), County of Elgin.
2. The municipal road allowance included on the draft plan shall meet the standards of the Municipality of West Elgin and be shown and dedicated as public highways on the final plan submitted for approval and registration.
3. The streets within the draft plan of subdivision shall be named to the satisfaction of the Municipality.
4. That the Owner be required to enter into a development agreement with the municipality wherein the owner agrees to satisfy all the requirements financial and otherwise, including but not limited to: the payment of fees and development charges, provision of roads, installation and capacity of services, sanitary sewerage collection system, storm water collection system, water distribution system, utilities, stormwater management facilities, sidewalks, active transportation facilities, traffic signage, streetlighting system, pavement markings, temporary lot drainage, temporary drainage systems at limits of subdivision phases, fencing, buffering, retaining walls, and trees for the development of the lands within the plan, all in accordance with approved drawings and specifications.
5. That the development agreement between the Owner and the Municipality contain provisions requiring financial contributions be made and/or secured to the Municipality including all required letters of credit, cash securities and insurances (for a period of time up to and including two years after final completion of all required municipal infrastructure and services). Development Charges, Securities (100% of estimated work on public lands), Water Connection Fees, Deposit for legal fees, costs incurred by the Township, and all other associated fees to be paid upon submission of signed agreement.
6. That Securities be provided in a Letter of Credit or a Surety Bond to the satisfaction of the Municipality.
7. That the development agreement between the Owner and the Municipality be registered against the title of the lands to which it applies prior to the registration of the plan of subdivision.

8. That the Owner convey up to five percent (5%) of the land included in the plan to the Municipality for park or other recreational purposes or alternatively the Municipality require cash-in-lieu of all or a portion of the conveyance.
9. That the development agreement contains provisions to the satisfaction of the Municipality regarding the phasing or timing of the development. That the Owner shall submit plans showing any revised phasing to the Municipality for review and approval if this subdivision is to be developed in more than one registration.
10. That prior to final approval by Elgin County, the County is to be advised by the Municipality that this proposed subdivision conforms to the zoning by-law in effect. The Owner shall provide to the Municipality a table of lot areas and lot frontages certified by an Ontario Land Surveyor confirming compliance with the Zoning By-law.
11. That the Owner shall provide easements as may be required for services, access, maintenance, utility or drainage purposes, and where required by the Municipality, daylight corners and/or 0.3 metre reserves shall be shown on the final plan and conveyed in a form satisfactory to the Municipality and the relevant agency.
12. That the draft plan of subdivision include and show any required daylight/visibility triangles, to the satisfaction of the Municipality.
13. That the Owner provide to the municipality all servicing plans and reports for the review and final approval by the Municipality in accordance with the Development Standards Manual/to the satisfaction of the Municipality.
14. That prior to final approval, the Municipality shall confirm that reserve sewage treatment conveyance capacity and water supply capacity is available for all lots in the proposed development.
15. That the development agreement between the Owner and the Municipality, include the transfer of designated Right-of-Ways to the Municipality upon assumption.
16. That the development agreement between the Owner and Municipality include the dedication of the municipal drain and stormwater management blocks to the Municipality.
17. That the development agreement, between the Owner and the Municipality, contain provisions, to the satisfaction of the Municipality and the Lower Thames Conservation Authority that stipulates, that prior to obtaining final approval, for any phase of the development, that the Owner, will finalize an engineering analysis, to identify stormwater quality and quantity measures, and flood hazards, in accordance with any relevant municipal/provincial, standards or guidelines, in consultation with the applicable authority.
18. That the development agreement, between the Owner and the Municipality, contain provisions, to the satisfaction of the Municipality, that stipulates, that prior to obtaining final approval, for any phase of the development, that the Owner, will finalize the following plans and reports in accordance with any relevant municipal/provincial, standards or guidelines, in consultation with the applicable authority and the satisfaction of the Municipality:

- Grading Plans
  - Site Servicing Plans
  - Erosion and Sediment Control Plans
  - Phasing Plans
  - Sanitary and Storm Area Plans – showing pre and post tributary areas, outlets storm water management, calculations etc
  - Subdivision Plans
  - Details and Notes Plans as Required
  - Plan and Profiles
  - Landscaping Plans
  - Any other plans deemed necessary by the Township
19. That the recommendations outlined in the submitted Geotechnical Investigation Report prepared by MTE Consultants, dated August 22, 2025, be implemented, as required, to the satisfaction of the Municipality.
  20. That the recommendations outlined in the submitted Preliminary Hydrogeological Report prepared by MTE Consultants, dated September 11, 2025, be implemented, as required, to the satisfaction of the Municipality.
  21. That the recommendations outlined in the submitted Traffic Impact Study prepared by SBM Ltd, dated September 2022, and addendums dated July 14, 2025, and June 10, 2026, be implemented, as required, to the satisfaction of the Municipality.
  22. That the recommendations outlined in the submitted Environmental Impact Study prepared by MTE Consultants, dated September 15, 2025, and revised September 22, 2025, be implemented, as required, to the satisfaction of the Municipality and Lower Thames Conservation Authority.
  23. That prior to undertaking construction or site alteration activities, any necessary permits or approvals, be received, from the Lower Thames Conservation Authority.
  24. That the development agreement between the Owner and the Municipality shall contain the following clause:  
  
In the event that an improperly constructed, maintained or abandoned Well is found upon or within any lands either conveyed to the Municipality as a requirement of the development agreement or lands which become owned by and/or under the jurisdiction of the Municipality as a result of the registration of the plan of subdivision, the Owner covenants and agrees to indemnify and save harmless the Municipality for all costs incurred relating to the capping, repairing or otherwise remediating of such Well in accordance with the applicable legislation, regulations, guidelines or orders. It is the intention of the parties that this provision shall survive the closing of any transaction related to the transfer of the applicable lands.

25. The Owner shall acknowledge that no grading or other soil disturbances shall take place on the subject property prior to the Owner's Licensed Archaeologist providing a letter to the Township and County indicating that there are no further concerns for impacts to archaeological sites on the subject lands. This is to be accompanied by a Ministry of Tourism, Culture and Sport letter indicating that the licensee has met the terms and conditions for Archaeological Licensing and that the report has been entered into the Ontario Public register of archaeological reports.
26. That the subdivision agreement between the Owner and the Municipality contain a provision requiring the owner to notify in writing each person who first offers to purchase any subdivided lot within the plan of subdivision of all approved development charges, including development charges for school purposes, relating to any such lot pursuant to Section 59(4) of the Development Charges Act, 1997, and the Education Act.
27. That prior to final approval by Elgin County, the Owner shall submit for review and approval by the Municipality, a draft of the final M plan.

## Planner

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**From:** [REDACTED]  
**Sent:** September 21, 2026 7:05 AM  
**To:** Planner  
**Subject:** Zoning File D14 09 -2029

You don't often get email from tminderlein@gmail.com. [Learn why this is important](#)

Good day regarding the West Elgin complex.

I oppose the proposal for 194 Ridge St, & 172 Chestnut St.

I oppose the proposal for Elm St.

As a homeowner in West Lorne living on Elm St., I don't believe that West Lorne has the infrastructure to sustain this major growth.

In the past 10 years, West Lorne has had growth in population; however, I have not seen any major growth in our economic development.

Nor have I seen any municipal improvements in our roads.

Nor has there been any known improvement in utility sources.

I believe West Lorne, as a community, needs what we have present preserved before increasing our home development by adding apartments and multi-unit blocks; let's keep our community growing at a pace that West Lorne can handle.

[REDACTED]  
[REDACTED] West Elgin, ON.

To: Mayor and Members of Council, Municipality of West Elgin  
Municipal Clerk; Planning Department; Chief Building Official; Fire Chief

Dear Mayor and Members of Council:

I support responsible housing growth in West Elgin. I am not asking Council to reject the proposed singledetached, semi-detached, and multi-unit housing development on Elm Street. I ask Council not to grant

unconditional development rights before the Municipality have confirmed that the project is safe, serviceable, funded, and legally secured.

Before Council makes a final decision, the complete available planning record—including the proposed

R2-3, R3-9, and OS-7 zoning rules, final site plan, height, number of stores, unit count, density, lot/block

layout, stormwater-management and municipal-drain information, technical studies, agency comments,

staff report, and proposed conditions—should be available to residents online and at the Municipal Office.

This site should be reviewed together with File D14 06-2026 at Ridge Street and Chestnut Street for their

combined full-build-out effect on water supply, sanitary sewer capacity, hydrants, fire flow, emergency

access, roads, stormwater, drainage, municipal infrastructure, and future costs. This is a request for

combined technical review; this letter is a submission on D14 09-2026 only.

Requested Council decision.

Council should not pass an unconditional zoning by-law amendment for D14 09-2026. If Council supports

the proposed housing, it should approve the amendment only with a holding provision that clearly

identifies the conditions required before the new R2-3, R3-9, and OS-7 zoning permissions can be used.

The holding provision should remain in effect until the Municipality has confirmed that the following

matters are complete or legally secured:

1. Final development details. The final R2-3, R3-9, and OS-7 zoning standards, height, stores, unit count, density, lot/block layout, site plan, access, parking, stormwater facilities, and site-specific permissions are publicly available and approved through the applicable process.
2. Combined service review. The Municipality has completed a full-build-out review of D14 09-2026 and D14 06-2026 for potable water, water pressure, fire flow, sanitary sewer capacity, stormwater, drainage, roads, emergency access, and required infrastructure upgrades.
3. Fire and emergency safety. West Elgin Fire Rescue has confirmed in writing that the final building form can be safely served, including a suitable fire route, turning area, hydrants, water supply, fire flow, and emergency-vehicle access.
4. Stormwater and municipal-drain responsibility. The Municipality has accepted the stormwater and drainage plans and has identified the ownership, maintenance, repair, insurance, replacement cost, and any future municipal responsibility for stormwater or municipal-drain facilities.
5. Costs and funding. The Municipality has identified every required work, study, peer review, inspection, infrastructure upgrade, maintenance obligation, and long-term replacement responsibility, including its cost, timing, responsible party, ownership, and lawful funding source.
6. Developer agreements and security. The developer has entered all applicable site-plan, servicing, drainage, subdivision, or development agreements and has provided required financial security for developer-funded works, incomplete works, repairs, and other obligations.
7. Charges and fees. The Municipality applies and collects all applicable development charges and authorized fees at the legally required stage. Project-specific work or costs not covered by development charges must be secured from the developer through the applicable agreement or other lawful mechanism.
8. No premature construction. Council should not remove the holding provision until these requirements are complete or formally secured. After removal of the hold, the Municipality should

not issue building permits, and no grading, servicing, drainage work, construction, or occupancy should proceed until all permits, agreements, payments, securities, and approvals required for that

stage are in place.

If staff does not recommend a holding provision, Council should require staff to explain in the public

report how and when all remaining servicing, drainage, fire-safety, infrastructure, financial, agreement,

security, ownership, and long-term maintenance matters will be resolved before any construction begins.

The report should identify the responsible party and lawful funding source for each required work,

distinguish costs payable through development charges from costs secured through developer agreements, and confirm what legally prevents permits, grading, servicing, or construction from proceeding before those requirements are met.

Existing West Elgin taxpayers should not be left with unplanned costs or long-term obligations created by

this development. Development-related works, studies, reviews, infrastructure upgrades, drainage

facilities, and maintenance obligations should be paid by or secured by the developer where legally

applicable or funded through authorized growth-related charges where eligible.

Thank you for filing this submission under D14 09-2026 and considering this request.

To: Mayor and Members of Council, Municipality of West Elgin

Copy: Municipal Clerk; Planning Department; Chief Building Official; Fire Chief

Re: D14 09-2026 only — Elm Street

Please file this letter as a written public submission for File D14 09-2026.

Dear Mayor and Members of Council:

I support responsible housing growth in West Elgin. I am not asking Council to reject the proposed single detached, semi-detached, and multi-unit housing development on Elm Street. I ask Council not to grant

unconditional development rights before the Municipality have confirmed that the project is safe,

serviceable, funded, and legally secured.

Before Council makes a final decision, the complete available planning record—including the proposed

R2-3, R3-9, and OS-7 zoning rules, final site plan, height, number of stores, unit count, density, lot/block

layout, stormwater-management and municipal-drain information, technical studies, agency comments,

staff report, and proposed conditions—should be available to residents online and at the Municipal Office.

This site should be reviewed together with File D14 06-2026 at Ridge Street and Chestnut Street for their

combined full-build-out effect on water supply, sanitary sewer capacity, hydrants, fire flow, emergency

access, roads, stormwater, drainage, municipal infrastructure, and future costs. This is a request for

combined technical review; this letter is a submission on D14 09-2026 only.

Requested Council decision.

Council should not pass an unconditional zoning by-law amendment for D14 09-2026. If Council supports

the proposed housing, it should approve the amendment only with a holding provision that clearly

identifies the conditions required before the new R2-3, R3-9, and OS-7 zoning permissions can be used.

The holding provision should remain in effect until the Municipality has confirmed that the following

matters are complete or legally secured:

1. Final development details. The final R2-3, R3-9, and OS-7 zoning standards, height, stores, unit count, density, lot/block layout, site plan, access, parking, stormwater facilities, and site-specific permissions are publicly available and approved through the applicable process.
2. Combined service review. The Municipality has completed a full-build-out review of D14 09-2026 and D14 06-2026 for potable water, water pressure, fire flow, sanitary sewer capacity, stormwater, drainage, roads, emergency access, and required infrastructure upgrades.
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4. Stormwater and municipal-drain responsibility. The Municipality has accepted the stormwater and drainage plans and has identified the ownership, maintenance, repair, insurance, replacement cost, and any future municipal responsibility for stormwater or municipal-drain facilities.
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6. Developer agreements and security. The developer has entered all applicable site-plan, servicing, drainage, subdivision, or development agreements and has provided required financial security for developer-funded works, incomplete works, repairs, and other obligations.
7. Charges and fees. The Municipality applies and collects all applicable development charges and authorized fees at the legally required stage. Project-specific work or costs not covered by development charges must be secured from the developer through the applicable agreement or other lawful mechanism.

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not issue building permits, and no grading, servicing, drainage work, construction, or occupancy

should proceed until all permits, agreements, payments, securities, and approvals required for that

stage are in place.

If staff does not recommend a holding provision, Council should require staff to explain in the public

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security, ownership, and long-term maintenance matters will be resolved before any construction begins.

The report should identify the responsible party and lawful funding source for each required work,

distinguish costs payable through development charges from costs secured through developer agreements, and confirm what legally prevents permits, grading, servicing, or construction from proceeding before those requirements are met.

Existing West Elgin taxpayers should not be left with unplanned costs or long-term obligations created by

this development. Development-related works, studies, reviews, infrastructure upgrades, drainage

facilities, and maintenance obligations should be paid by or secured by the developer where legally

applicable or funded through authorized growth-related charges where eligible.

Thank you for filing this submission under D14 09-2026 and considering this request.



# MUNICIPALITY OF **West Elgin**

## **The Corporation of The Municipality of West Elgin**

### **By-Law No. 2026-56**

#### **Being a By-Law to confirm the proceedings of the Special Meeting of Council held on October 1, 2026.**

**Whereas** Section 5(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended, the powers of a municipality shall be exercised by council; and

**Whereas** Section 5(3) of the Municipal Act, the powers of Council shall be exercised by by-law; and

**Whereas** it is deemed expedient that proceedings of Council of the Corporation of the Municipality of West Elgin as herein set forth be confirmed and adopted by by-law.

**Now therefore** the Council of the Municipality of West Elgin enacts as follows:

1. That the actions of the Special meeting of Council held on October 1, 2026, in respect of each recommendation, motion and resolution and other action taken by the Council at this meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and proper officials of the Corporation of the Municipality of West Elgin are hereby authorized and directed to do all things necessary to give effect to the action of the Council referred to in the preceding section hereof.
3. The Mayor and Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix the Seal of the Corporation of the Municipality of West Elgin.

Read a first, second, and third time and finally passed this 1<sup>st</sup> day of October 2026.

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Richard Leatham, Mayor

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Terri Towstiuc, Clerk