

To: Mayor and Members of Town of Tillsonburg Council

From: Amy Hartley, Development Planner, Community Planning

Request for Extension of Draft Approved Plan of Subdivision SB 22-04-7 – Gene Sandham

REPORT HIGHLIGHTS

- A request has been received to extend approval of a draft plan of subdivision in the Town of Tillsonburg for two (2) years.
- The draft plan was originally approved on January 11, 2023. The draft approved plan of subdivision is scheduled to lapse January 11, 2026.
- The subdivision consists of seven (7) lots for single detached dwellings.
- Planning Staff recommend support of a two (2) year extension to provide additional time to fulfill conditions of the draft approval.

DISCUSSION

BACKGROUND

OWNERS: Gene Sandham
711 Oak Gove Plan, London, ON N6K 4W7

AGENT/APPLICANT: Cyril J. Demeyre Limited (c/o Peter Penner)
261 Broadway, P.O. Box 460, Tillsonburg, ON N4G 4H8

LOCATION:

The subject lands are described as Part of Lot 1606, Plan 500, Concession 5 NTR, Parts 3 & 4, 41R-9612, in the Town of Tillsonburg. The lands are located on the west side of Young Street, between Rouse Street and Highway 3, and are known municipally as 91 Young Street, Tillsonburg.

COUNTY OF OXFORD OFFICIAL PLAN:

Schedule 'T-1'	Town of Tillsonburg Land Use Plan	Residential
Schedule 'T-2'	Town of Tillsonburg	Low Density Residential

TOWN OF TILLSONBURG ZONING BY-LAW 3295:

Existing Zoning: 'Low Density Residential Type 1 Holding Zone (R1-H)'

PROPOSAL:

A request for extension of draft plan approval for the above noted subdivision has been received by the Town of Tillsonburg and the County of Oxford. The draft plan was approved in January 2023 containing seven (7) lots for single detached dwellings. The extension is being requested to allow for sufficient time to complete detailed design and registered the final plan.

Plate 1, Location Map, shows the location of the subject lands.

Plate 2, Draft Approved Plan, outlines the draft approved subdivision plan.

APPLICATION REVIEW

AGENCY COMMENTS

The application was circulated to various public agencies considered to have an interest in the proposal. No concerns were raised as a result of the circulation and the two year extension can be supported.

Planning Analysis

The applicant has requested an extension of draft plan approval of the above noted subdivision for two years, to January 2028.

The requested extension is consistent with draft approval extensions granted previously and ensures the applicant progresses towards completion and final registration with a view of ensuring that sufficient water/wastewater capacity continues to be available. The applicant has consulted with Town staff regarding Low Impact Development options, and a geotechnical study was completed in 2025.

Considering the foregoing, Planning staff are supportive of a two-year extension of the draft approved plan of subdivision as it will allow the applicant additional time to clear the outstanding conditions of draft plan approval and register the plan. A resolution of Town Council, in support of staff's recommendation, is requested to grant an extension of the approval period.

RECOMMENDATIONS

It is recommended that the Council of the Town of Tillsonburg advise Oxford County that the Town supports a two-year extension of draft approval for a plan of subdivision submitted by Gene Sandham, for lands described as Part of Lot 1606, Plan 500, Concession 5, NTR, Parts 3 & 4, 41R-9612, in the Town of Tillsonburg, to January 11, 2028, to grant additional time to satisfy the conditions of draft plan approval and register the draft plan of subdivision.

SIGNATURES

Authored by: *"Original Signed by"*

Amy Hartley
Development Planner

Approved for submission: *"Original Signed by"*

Eric Gilbert, MCIP, RPP
Manager of Development Planning