



TOWNSHIP OF WOOLWICH

Development Services, Box 158, 24 Church Street West, Elmira, Ontario N3B 2Z6

Phone: 519-669-1647 or 1-877-969-0094

Email: planning@woolwich.ca

Webpage: www.woolwich.ca

PROPOSED ZONING BY-LAW AMENDMENT AND DRAFT PLAN OF SUBDIVISION

Why did you receive this notice?

You have received this notice because a property owner near your residence or business has asked the Township to change the zoning and designation on a property as well as develop a plan of Subdivision on the lands.

Each time an application is made for any of the above changes the Township follows a specific public notification process. A minimum of 20 days prior to the Public Meeting, everyone within 150 metres of the property or building to be rezoned/ re-designated is notified of the following:

- ◆ Date and time, of a public meeting
- ◆ deadlines for comments
- ◆ site maps
- ◆ details of the application

The rest of this flyer contains all the details about the applications and how you can give your input. If you have any questions about the information contained in this notice, please contact the undersigned at:

519-669-6033 or
1-877-969-0094 (ext. 6033).
Email: smeloney@woolwich.ca

DATE October 27, 2025

Sherwin Meloney,
Planner

APPLICANT: KSB Printery Road Inc.

**LOCATION: 1128 - 1134 Printery Road,
St. Jacobs**

**Your Invitation To Participate in the Zone Change,
and Draft Plan of Subdivision Process
Here is how, when & where**

The Township of Woolwich has received a Draft Plan of Subdivision application and an application to amend (change) the Comprehensive Zoning By-law of the Township of Woolwich. The details of these applications are given on the following pages of this notice.

The **Public Meeting** to discuss these applications will be held on:

Tuesday, December 2, 2025 at 7:00 p.m.

**Council Chambers,
Township Administration Office
24 Church Street West, Elmira**

This meeting is required by the Planning Act, 1990. At this meeting, members of Township Council will listen to any comments or presentations in favour of and/or in opposition to the applications.

NO DECISION WILL BE MADE AT THIS MEETING.

Its purpose is only to receive comments and information from people or agencies who are interested in the development application process.

Please note this will be a hybrid meeting where you may attend virtually via a zoom meeting link or you may attend in person at the Township offices. On the following pages is information on how you can submit comments, view or participate in the meeting. You may also contact Development Services staff by sending an email to planning@woolwich.ca or by phone at 519-669-6040 if you have any questions.



DETAILS OF THE APPLICATIONS

ZONING BY-LAW AMENDMENT and DRAFT PLAN OF SUBDIVISION APPLICATIONS 2025-06

Take Notice that in accordance with the Planning Act, R.S.O., 1990, c.P.13, as amended, the Township of Woolwich has received complete applications for a proposed Zoning By-law Amendment and a Draft Plan of Subdivision for lands owned by KSB Printery Road Inc. and located at 1128 - 1134 Printery Road, St. Jacobs, which are more specifically described below. This notice will summarize the details of these applications and will include a location map, proposed draft plan and zoning layout of the subject lands. Please be advised that Notice of a Complete Application does not indicate whether the municipality is in support of, or in opposition to the proposal. That determination will be made at a later date.

The Township of Woolwich will hold a Public Meeting on Tuesday December 2, 2025, under Sections 34 and 51 of the Planning Act, to consider the applications. No decisions will be made at this meeting; its purpose is to provide additional information to the public and agencies and to receive comments and information from them.

Property Description

GSP Group has submitted a Zoning By-law Application and Draft Plan of Subdivision for the property at 1128 - 1134 Printery Road, St. Jacobs. The subject lands are located on the east side of King Street North and south side of Printery Road. Surrounding lands uses primarily consist of low-density residential units to the north and east, agricultural uses to the south and west and environmental features (woodland) to the east of the southern portion of the property.

The 0.9-hectare (2.4 acre) property is irregular in shape, with approximately 34 metres of frontage on King Street North and 116 metres frontage on Printery Road. The portion of the property identified as 1128 Printery Road currently contains a single detached dwelling and detached garage. Previous structures on the portion of the property identified as 1134 Printery Road included a single detached dwelling, detached barn, garage and garden area.

The property is designated Residential and Ancillary in the Township Official Plan and is within the Township Urban Area of St. Jacobs.

The applicant is proposing a residential neighbourhood with the following:

- 2 blocks of street fronting townhouse units (11 units);
- 1 multiple residential block for the future development of three cluster townhouse blocks (18 units); and
- a natural heritage area.

The property is currently zoned Residential (R-1) which permits a single detached dwelling as well as some additional ancillary uses. The applicant is proposing to amend the Zoning By-law from Residential (R-1) to Residential (R-6) which is identified in the Zoning By-law as a high-density zone that includes residential forms including, but not limited to: Fourplex, Townhouse and Apartments.

The application is proposed to be implemented through a Plan of Subdivision and future Plan of Condominium.

The applicant has submitted the following documents / studies in support of this application:

- Application forms for Zoning By-law Amendment and Draft Plan of Subdivision;
- Planning Justification Report;
- Draft Plan of Subdivision;
- Concept Plan;
- Urban Design Brief;
- Arborist Assessment;
- Functional Servicing Report;
- Stage 1 and 2 Archaeological Assessment Report and Registered Ministry Confirmation;
- Scoped Hydrogeological Investigation;
- Noise and Vibration Feasibility Study;
- Preliminary Environmental Impact Statement; and
- Transportation Impact Study Brief.

MORE INFORMATION: Should you require a copy of this Notice in an alternative text please contact our office.

Additional information as noted above can be viewed by contacting Planning staff to **schedule an appointment** to view the documents at the Township Administration building located at 24 Church Street West, Elmira weekdays between 8:30 am and 4:30 pm. To schedule an appointment please call 519-669-6040 or email planning@woolwich.ca

View / print the information from the Township EngageWR page – engagewr.ca / KSB Printery Road Inc. – 1128 - 1134 Printery Road, St. Jacobs.

HOW TO PARTICIPATE:

WATCH the Public Meeting / Council meeting online via the Woolwich Township YouTube channel at www.youtube.com/@woolwichtownship9588 or in person at the Administration Office at 24 Church St. W in Elmira. Registration is not required to watch a meeting.

SPEAK at the Public Meeting by REGISTERING with the Committee Clerk on or before 10:00 am on December 2, 2025. How to register:

- online by searching: form.woolwich.ca/Speak-to-Council;
- by email to clerk@woolwich.ca; or
- by phone at 519-669-6004 or toll free 1-877-969-0094 ext. 6004

If registering by phone or email, you must provide your name, phone number, email, the application number you would like to comment on, and if you wish to speak in person or virtually (Zoom). Once you are registered, the Committee Clerk will forward information on how to attend in person or virtually. If you would like more information on speaking to Council, visit www.woolwich.ca/learn-about/council/council-meetings.

If you are concerned that you do not have access to phone or internet or are otherwise concerned about the reliability of your signal, please ensure that you either attend in person or submit written comments (see instructions below). Written comments do not negate your opportunity to also speak at the Public Meeting but do ensure your voice is heard should your electronic connection to the meeting not work.

WHY REGISTER: By registering, staff can ensure that virtual speakers are provided access to the meeting, can confirm which application you are commenting on and, the meeting Chair can call on you at the appropriate time to comment if you wish to do so.

SUBMITTING COMMENTS AND REQUESTING NOTIFICATION You can express your concerns/ comments about the proposed changes in writing to the Township of Woolwich. Any comments received on or before **Wednesday November 19, 2025** (Note that this date is before the public meeting) will be included in a report prepared by Development Services and presented at the Public Meeting. Any comments received after the Public Meeting, but prior to Council making a decision on the applications, will be considered.

The personal information accompanying your submission is being collected under the authority of the Planning Act and may form part of the public record which may be released to the public. This information is collected and maintained for the purpose of creating a record that is available to the general public at the Committee of the Whole and Council meetings. Please note that while the Committee of the Whole and Council may redact some personal information such as email addresses and phone numbers, your submissions will otherwise be made public in their entirety. Questions about this collection should be directed to the Records and Freedom of Information Officer at 519-669-1647 or 1-877-969-0094 ext. 6005.

If you wish to be notified of future meetings and reports regarding these applications, please:

- submit a written request noting that you wish to be kept informed, to the Township of Woolwich, Development Services, 24 Church Street West, Box 158, Elmira, Ontario N3B 2Z6, or
- email your request noting that you wish to be kept informed to planning@woolwich.ca

HIGHLIGHTS OF THE PROCESS

What is a Zone Change / Official Plan? Each property in the Township is zoned and designated for a type of land use. Industrial or residential, are examples of land use. If the property owner wants to change the approved land use, they must apply to the Township to have the property rezoned and re-designated. The Township then begins the Zone Change and Official Plan Amendment process which is required by law under the Planning Act, 1990.

What is a Subdivision? Land within a Settlement Area may have the potential to be further developed into lots, blocks and roads. Lands are usually subdivided for residential or industrial subdivisions. If a property owner wishes to develop land in this manner they must submit a Plan of Subdivision.

The process ensures that those affected by the activities on the property have the chance to express their concerns before any decisions are made. It also allows the Township to ensure all government regulations are complied with such as parking, traffic, and local by-laws such as noise levels.

The Planning Act lists the steps that must be taken to ensure that all issues are looked after. This notice is an example of one of the many activities that the Planning Act requires the Township to complete.

COMMITTEE OF THE WHOLE: After receiving and reviewing comments staff will prepare a report and recommendation for the Committee of the Whole. Committee of the Whole consists of all members of Council who sit as a Committee to hear various applications. The Committee makes a recommendation to Council which could include approving, refusing, amending or deferring the applications.

COUNCIL: Council can then approve, refuse, amend or defer the applications. If the applications are approved then Council passes the respective By-laws.

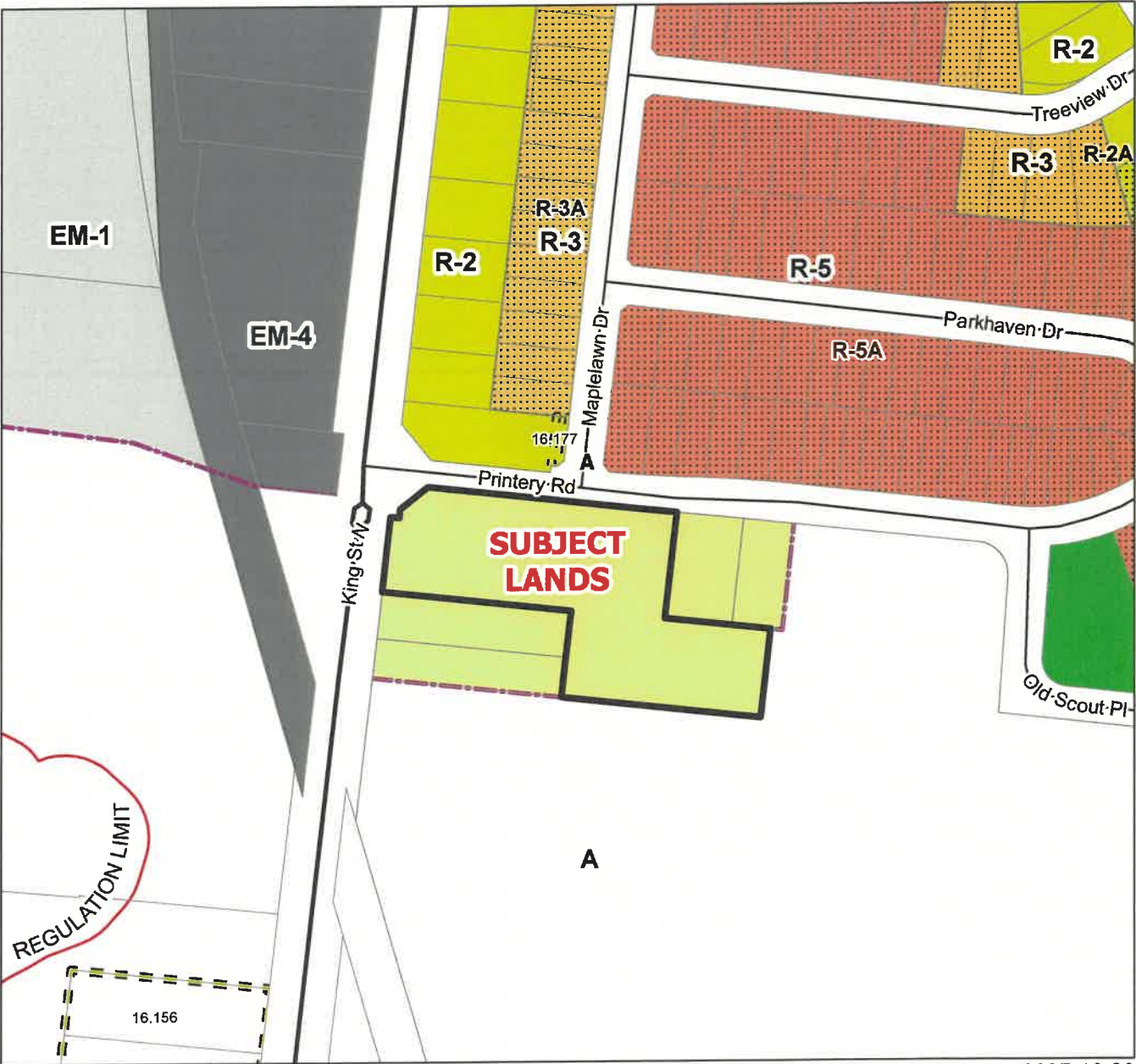
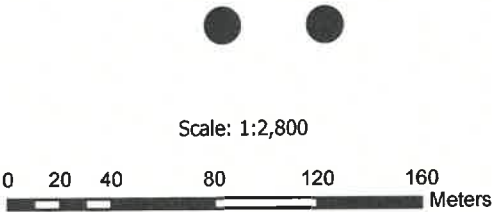
NOTICE OF PASSING: When a By-law has been passed by Council a Notice of Passing is mailed, within 15 days, to all property owners previously circulated and those requesting notification.

APPEAL RIGHTS: TAKE NOTICE that if a specified person or public body (as defined in the Planning Act), or the registered owner of land to which the by-law would apply, would otherwise have an ability to appeal the decision of the Council of the Township of Woolwich to the Ontario Land Tribunal but if the specified person, public body, or registered owner does not make oral submissions at a public meeting or make written submissions to the Township of Woolwich before the by-law is passed the specified person, public body, or registered owner is not entitled to appeal the decision. In other words, if an eligible specified person, public body, or landowner does not make an oral or written submission to Council before the by-law is passed, then they are ineligible to appeal the decision.

AND TAKE NOTICE that if a person or public body does not make oral submissions at the public meeting or make written submissions to the Township of Woolwich before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

MAP 1 - Zoning
File Number: 2025/06
File Type: Zoning By-Law Amendment

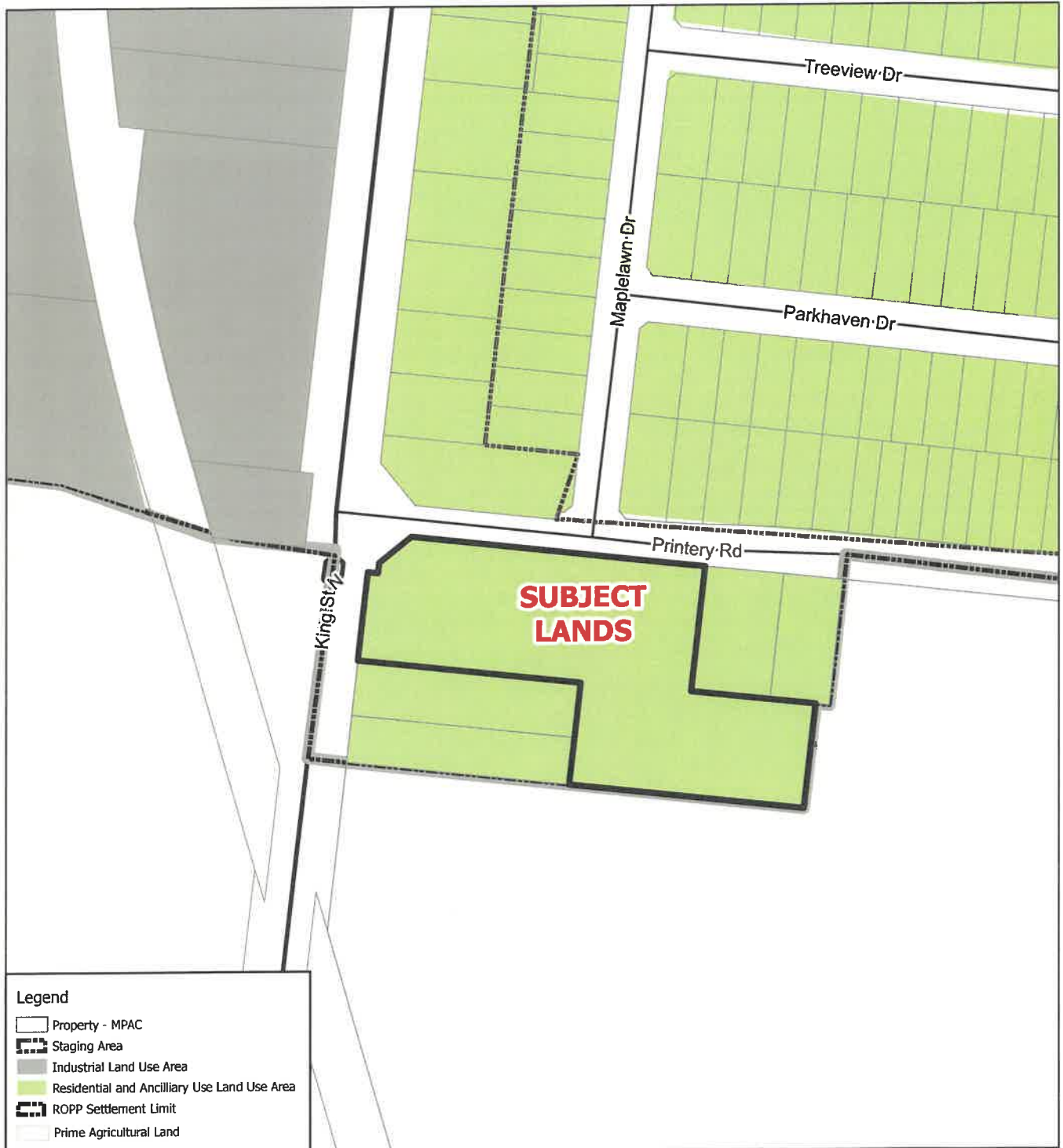
1128 & 1134 Printery Road



MAP 2 - Official Plan
File Number: 2025/06
File Type: Zone By-Law Amendment
Location: 1128 & 1134 Printery Road

0 5 10 20 30 40
Meters

Scale: 1:2,200



2025-10-20

MAP 4 - Conceptual Plan
File Number: 2025/06
File Type: Zone By-Law Amendment
Location: 1128 & 1134 Printery Road

0 5 10 20 30 40 Meters

Scale: 1:1,100

