



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 ZONE CHANGE, OFFICIAL PLAN 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:

519-669-6030 or

1-877-969-0094 (ext. 6030).

Email: sdykstra@woolwich.ca

DATE June 25, 2025



Stephen Dykstra, MCIP RPP
Senior Planner

**APPLICANT: Schlegel Urban
Developments Corp.**

**LOCATION: 52 Hawkesville Road and
110 & 118 Northside Drive, St. Jacobs**

**Your Invitation To Participate in the Zone Change,
Official Plan Amendment and Draft Plan of
Subdivision Process**

Here is how, when & where

The Township of Woolwich has received a Draft Plan of Subdivision application and applications to amend (change) the Comprehensive Zoning By-law and Official Plan 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, July 22, 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

OFFICIAL PLAN AMENDMENT, ZONE CHANGE and DRAFT PLAN OF SUBDIVISION APPLICATIONS 2025-08

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 Official Plan Amendment, Zone Change and a Draft Plan of Subdivision for lands owned by Schlegel Urban Developments Corp. and located at 52 Hawkesville Road and 110 & 118 Northside Drive, 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 July 22, 2025, under Sections 17, 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

The subject lands are located north of Hawkesville Road, east of the railway line, west of Northside Drive as well as the Calvary United Church, and south of King St. N. and is generally located at the northwest corner of St. Jacobs.

The 28.98 hectare (71.6 acre) property is irregularly shaped, with approximately 15.24 hectares (37.66 acres) being developable. The property is currently vacant. The site is generally flat, with about half of the property being protected for environmental features. The site is also located adjacent to the CN Railway tracks that are along the westerly property line.

The applicant is proposing a residential neighbourhood with the following:

- 5 Low Density Blocks (Single Detached Dwellings) – 46-78 units
- 10 Low/Medium Density Blocks (Single Detached, Semi-Detached and/or Townhouses) –101-236 units
- 2 Medium/High Density Blocks (Street Townhouses and/or Multi-Residential) – 40-95 units
- 2 Parks - 0.62 hectares total area
- Open Space Block (woodlot) – 13.79 hectares
- 1 Stormwater Management Facility – 1.54 hectares
- Residential Reserve – 0.12 hectares
- 2 Future Development Blocks- 0.10 hectares
- Public road system
 - 1 access onto Hawkesville Road
 - 1 access onto Northside Drive

A small portion of the property is within the St. Jacobs Settlement Boundary and designated Residential and Ancillary within the Township Official Plan in Section 7.28 on Schedule A. The other portion of the lands are not located within the Settlement Boundary and are designated Prime Agricultural Area. It is noted that while a portion of the lands that are not located within the Settlement Boundary in the Township's Official Plan, they are located within the Settlement Boundary as approved through Region of Waterloo Official Plan Amendment 6 (ROPA 6). It is also noted that these lands are included within the Settlement Boundary as part of the Township of Woolwich Official Plan Review. For the purpose of this Official Plan Amendment application the applicants have requested to bring the Township's Settlement Boundary into conformity with ROPA 6 and as directed by the Province.

The property is zoned Agricultural (A), which permits agricultural uses as well as a single detached dwelling as well as some additional ancillary uses. The applicant is proposing to amend the Zoning By-law from Agricultural (A) to Residential 5 (R-5) and Residential 6 (R-6) zones along with a number of special provisions. The R-5 zone is identified as a medium density zone that includes residential forms including, but not limited to: Single-detached, Semi-detached, Duplex, Triplex and Fourplex. The R-6 zone is identified as a high density zone that includes residential forms including, but not limited to: Fourplex, Townhouse and Apartments. The application also includes additional provisions to reduce the front yard, reduce the driveway,

reduce the rear yard, reduce lot area for semi-detached dwellings and increase the building height, remove the density minimum and several other adjustments to the current zoning provisions.

The environmental feature on the northerly portion of the property is proposed to be conserved. The applicant is proposing to zone the lands as O-1 accordingly. The O1 Zone, which permits a range of passive as well as active recreational uses (Playgrounds, Accessory Buildings) is also proposed for the proposed park within the subdivision.

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

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

- Application forms for Official Plan Amendment, Zoning By-law Amendment and Plan of Subdivision;
- Draft Plan of Subdivision and Draft Phasing Plan;
- Coloured Concept Plan;
- Consolidated Property Areas Sketch;
- Property Survey;
- Conceptual Landscape Plan;
- Urban Design Brief;
- Tree Inventory and Preservation Plan;
- Environmental Impact Study;
- Phase 1 Environmental Site Assessment;
- Environmental & Stationary Noise and Railway Vibration Study (Land Use Compatibility);
- Rail Safety Memo;
- Archaeological Assessment;
- Planning Justification Report;
- Functional Servicing, Stormwater Management, Salt Impact Report;
- Preliminary Grading, Drainage, Servicing and Stormwater Management Plans;
- Hydrogeological Report;
- Water Balance Report;
- Geotechnical Report; and,
- Traffic Impact Study.

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 / Schlegel Urban Developments Corp. – 52 Hawkesville Road and 110 & 118 Northside Drive

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 July 22, 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 July 9, 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.

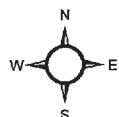
NOTICE OF PASSING: When a By-law has been passed by Council a Notice of Passing is mailed, within 15 days, to all property owners previously circulated and those requesting notification.

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.

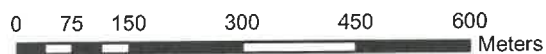
AND TAKE NOTICE that if a person or public body does not make oral submissions at the public meeting or make written submissions to the Township of Woolwich before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal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

MAP 1 - Zoning
File Number: 2025/08
File Type: Zone Change, Official Plan
Amendment & Draft Plan of
Subdivision

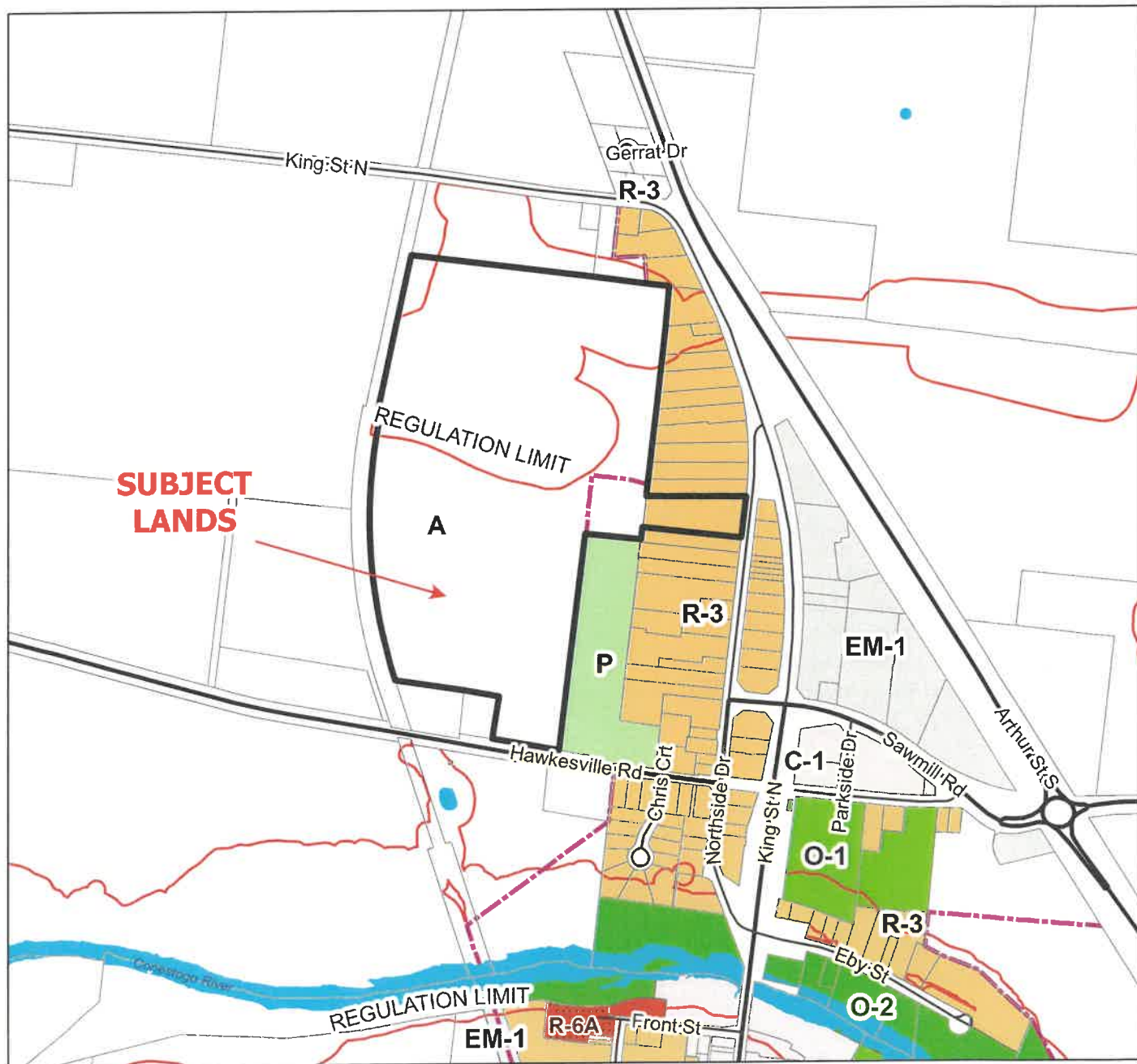
52 Hawkesville Road;
110 & 118 Northside Drive



Scale: 1:10,000



KEY MAP



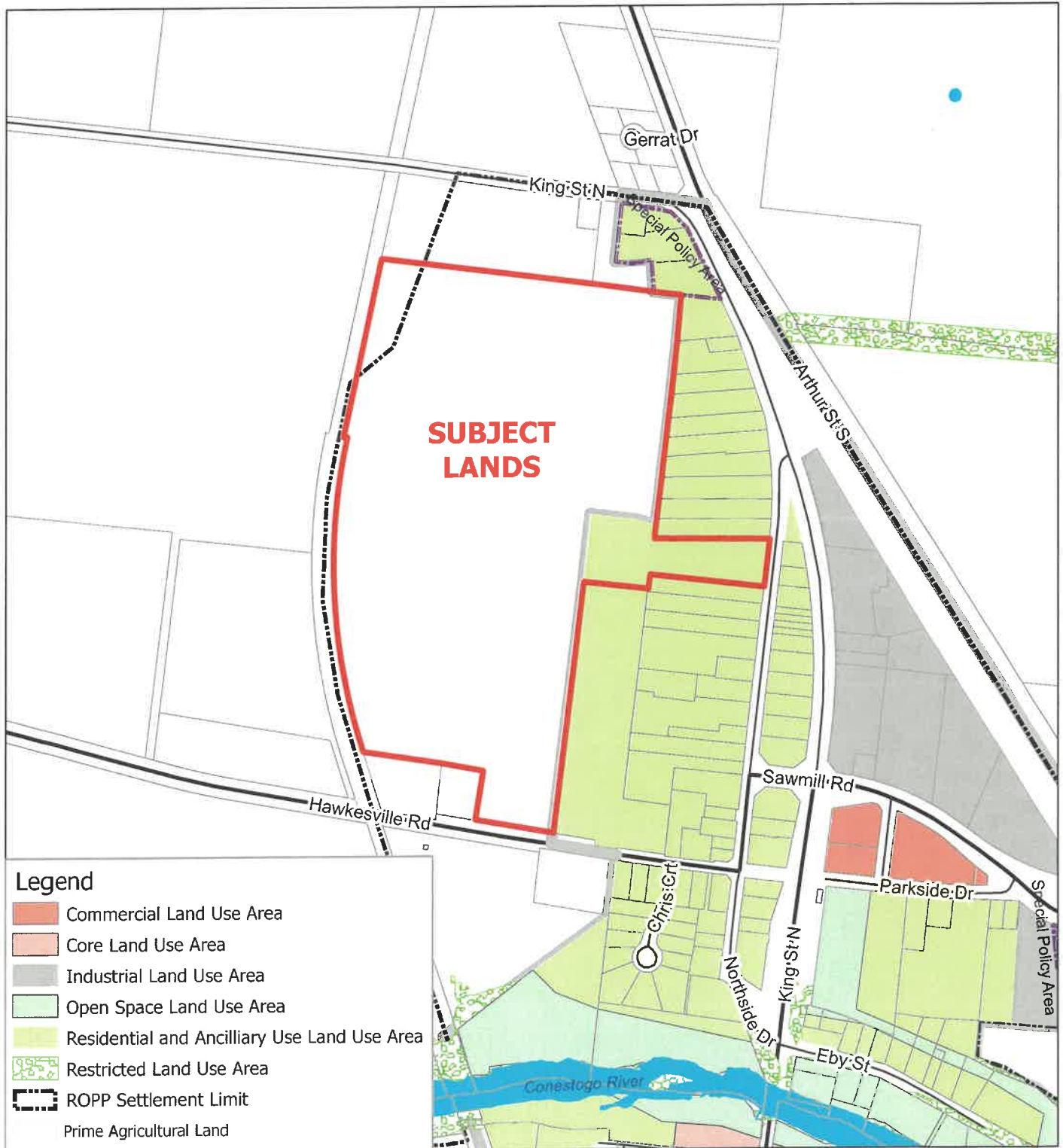
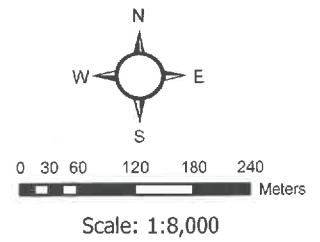
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MAP 2 - Official Plan

File Number: 2025/08

File Type: Zone Change, Official Plan Amendment & Draft
Plan of Subdivision

Location: 52 Hawkesville Road; 110 & 118 Northside Drive



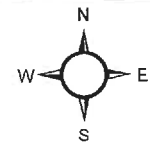
2025-06-09

MAP 3- Aerial Photo

File Number: 2025/08

**File Type: Zone Change, Official Plan Amendment & Draft
Plan of Subdivision**

Location: 52 Hawkesville Road; 110 & 118 Northside Drive



0 20 40 80 120 160
Meters

Scale: 1:5,000



2025-06-09

Location: 52 Hawkesville Road; 110 & 118 Northside Drive

