



**WOOLWICH**  
TOWNSHIP

Engineering and Planning Services, Box 158, 24 Church Street West, Elmira, Ontario N3B 2Z6  
Phone: 519-669-1647 or 1-877-969-0094 / Fax: 519-669-4669 Webpage: www.woolwich.ca

**TOWNSHIP OF WOOLWICH**

**PROPOSED ZONE CHANGE AND 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 on a property as well as create 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/redesignated is notified of the following:*


- date, time, location of a public meeting
- deadlines for comments
- site maps

*details of the application*

*The rest of this flyer contains all of the details about the application and how you can give your input. If you have any questions about the information on the front or back of this notice, please contact me at 519-669-1647 or 1-877-969-0094 (ext.6038).*

*Email: [jvink@woolwich.ca](mailto:jvink@woolwich.ca)*

March 24, 2016



Jeremy Vink M.C.I.P., R.P.P.  
Senior Planner

*PS You can find out more about the Zone Change and Plan of Subdivision process on the back of this notice.*

Should you require this notice to be provided in an alternate format please contact the Township offices.

**APPLICANT: Hawk Ridge Homes Inc.**

**LOCATION: 36-68 Union Street, Elmira**

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

The Township of Woolwich has received an application to amend (change) the Comprehensive Zoning By-law of the Township of Woolwich and the Region of Waterloo has received an application for Draft Approval for a Plan of Subdivision. 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, April 19, 2016 at 7:00 p.m.  
in the Council Chambers of the Township Offices,  
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 application.

**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 Zone Change and the proposed Plan of Subdivision.

**MORE INFORMATION:** The public may view planning documents and background material relating to these applications at the Township of Woolwich, Engineering and Planning Services Department between 9:00 a.m. and 5:00 p.m., Monday through Friday, or on the Township website at [www.woolwich.ca](http://www.woolwich.ca).

Questions or written submissions may be directed to:  
Township of Woolwich  
Engineering and Planning Services Department  
Box 158, 24 Church Street West  
Elmira, Ontario  
N3B 2Z6

Telephone: 519-669-1647 / 1-877-969-0094, extension 6038  
or email: [jvink@woolwich.ca](mailto:jvink@woolwich.ca)

## DETAILS OF THE APPLICATION

### **Hawk Ridge Homes Inc.** **Zone Change 6/2016 and Draft Plan of Subdivision 30T- 16701**

The Township has received a Zone Change application and Draft Plan of Subdivision submission from Hawk Ridge Homes Inc. for the property located at 36-68 Union Street in Elmira (see Map 1). The property is designated Residential and Ancillary Use and Restricted Land Use Area in the Township's Official Plan and is zoned Residential Mixed Medium Density (R-4) and General Industrial – Urban (M-2). A portion of the property, which contains a creek / storm drain at the north end, is subject to Floodway (FW) and Flood Fringe (FF) provisions in the Zoning By-law. The 3.2 hectare property contains the remains of a two storey dwelling and concrete foundation of a demolished chicken barn as well as two sheds, all of which are to be removed from the property.

The Zone Change application proposes to rezone approximately 2.3 ha of the lands to Residential – Mixed Medium Density with Design Guidelines (R-4A) and Residential – Mixed High Density with Design Guidelines (R-5A) for the proposed residential development and Open Space (O-1) for a proposed park block. The remaining 0.9 ha portion of lands within the Floodway area, adjacent to the creek / storm drain, are proposed to be rezoned Open Space (O-2) (see Map 2).

The effect of the Zone Change application is to facilitate the development of a residential subdivision, which will consist of 15 single detached (Lots 1 to 7, 16, 25, 34 and 36 to 39) and 24 semi-detached (Lots 8 to 15, 17 to 24 and 26 to 33) dwelling units, totalling 39 units. All lots will be accessed from First Street and the extensions of College and Bauman Streets. The development will also include a park block of approximately 0.16 ha (Block 40).

#### **APPEALS:**

The Planning Act specifically states that the following information must be included in this notice, just as it appears in the Planning Act document itself.

#### **Zoning Amendment**

If a person or public body that files an appeal of a decision of the Council of the Township of Woolwich in respect of the proposed zoning by-laws does not make oral submissions at a public meeting or make written submissions to the Council of the Township of Woolwich before the proposed zoning by-law amendments are passed:

- a) the person or public body is not entitled to appeal the decision of the Township of Woolwich to the Ontario Municipal Board; and
- b) the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body as a party.

**NOTIFICATION:** If you wish to be notified of additional Township public meetings or Township staff reports regarding these applications you must make a written request to Engineering and Planning Services at the Township of Woolwich at the address shown at the top of this page.

If you cannot attend the meeting, you can express your concerns/comments about the proposed change in writing to the Township of Woolwich. Any comments received on or before April 12, 2016 (Note that this date is before the public meeting) will be included in a report prepared by Engineering and Planning 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 also be considered.

Finally, if Council approves the change, a notice will be mailed to you explaining the by-law.

## Draft Plan of Subdivision

If a person or public body does not make oral submissions at the public meeting or make written submissions to the Regional Municipality of Waterloo in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision:

- a) the person or public body is not entitled to appeal the decision of the Regional Municipality of Waterloo, to the Ontario Municipal Board; and
- b) the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

Individuals are requested to submit a written outline of any oral submissions made at the Public Meeting to the Township Clerk.

**NOTIFICATION:** If you wish to be notified of the decision of the Regional Municipality of Waterloo in respect of the proposed plan of subdivision you must make a written request to the Regional Municipality of Waterloo, Attn: Sylvia Rafalski-Misch, Principal Planner, 150 Frederick Street, 8<sup>th</sup> Floor, Kitchener, Ontario N2G 4J3

For the reason that the Regional Municipality of Waterloo is calling the public meeting, additional information regarding Plan of Subdivision 30T-16701 is available at Planning, Housing and Community Services Department, Regional Municipality of Waterloo, 150 Frederick Street, Kitchener, Monday to Friday between 9:00 a.m. to 4:00 p.m.

## The Back

### What is a Zone Change?

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 redesignated. The Township then begins the zone change 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 apply to the Region of Waterloo and submit a Plan of Subdivision. The Region then begins the subdivision process, which is required by law under the Planning Act, 1990, including circulating the application to the Township to ensure that land issues are addressed.

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, environmental standards, 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.

## Highlights of the Process

**SUBMISSION OF COMMENTS:** 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. Questions about this collection should be directed to the Records and Freedom of Information Officer at 519-669-6005 or 1-877-969-0094 ext. 6005.

**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 application.

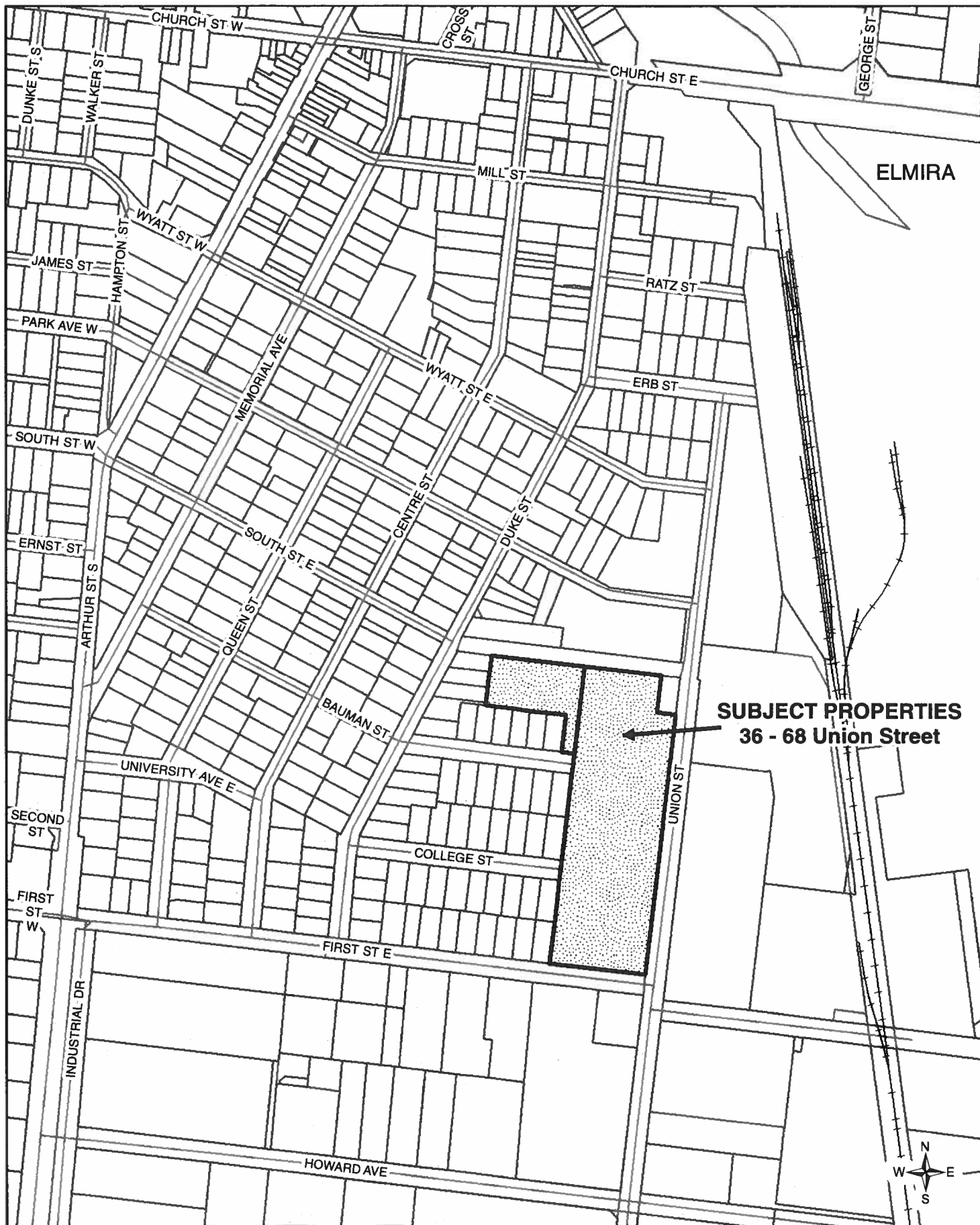
**COUNCIL:** Council can then approve, refuse, amend or defer the application. If the application is approved then Council passes a By-law once all conditions have been satisfied.

**NOTICE OF PASSING/APPEAL PROCESS:** When a **By-law** has been passed by Council a Notice of Passing is mailed to all property owners previously circulated and those requesting notification. Anyone not in agreement with the decision made by Council may appeal the By-law to the Ontario Municipal Board.

If no appeal is received the Zoning Amendment comes into effect.

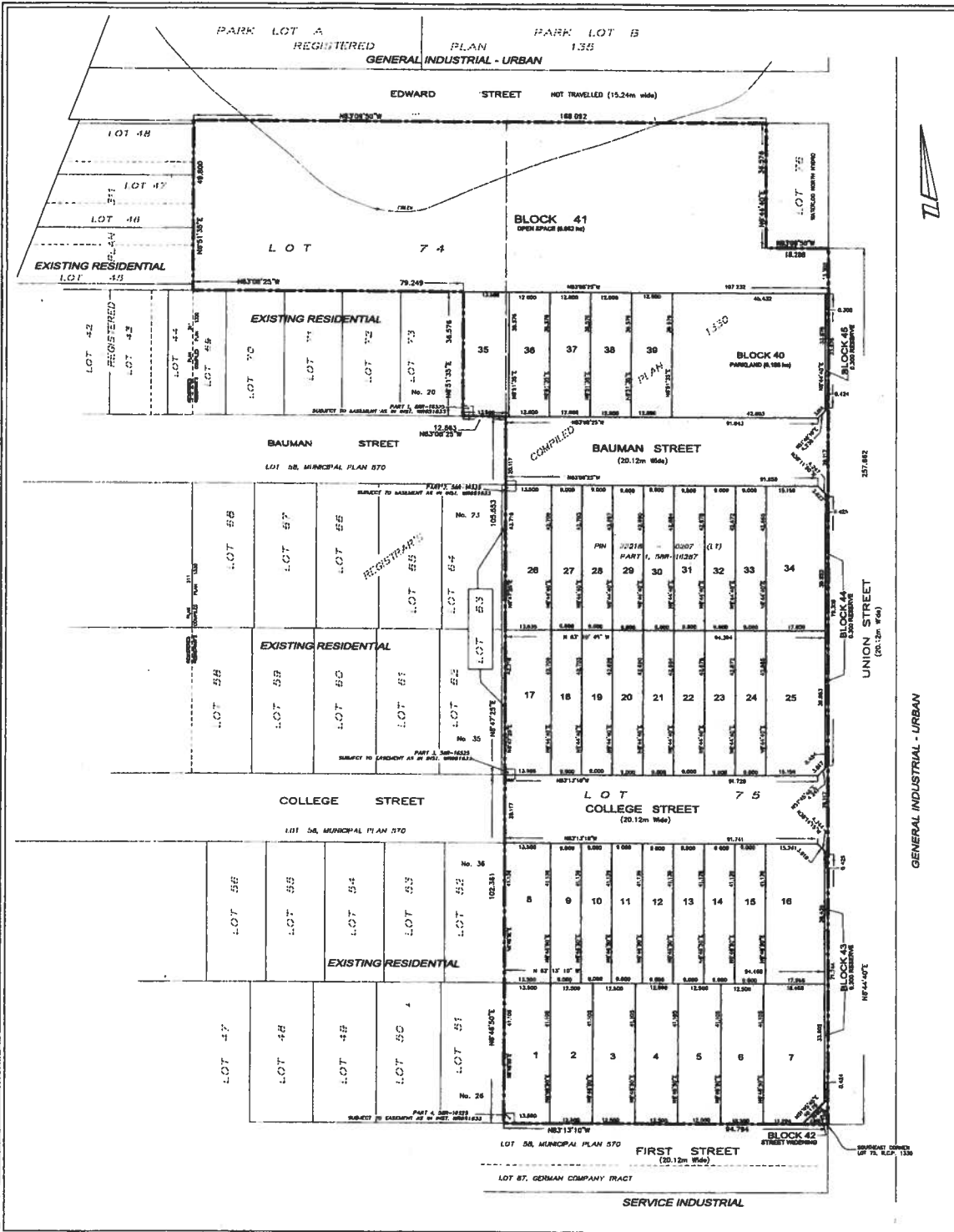
Council can support draft approval or refuse the **Subdivision** application. If Township Council supports draft approval it is forwarded to the Regional Municipality of Waterloo.

MAP 1



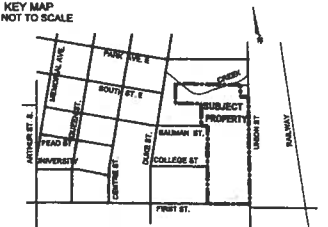
**SUBJECT PROPERTIES**  
36 - 68 Union Street

MAP 2



**DRAFT PLAN OF SUBDIVISION  
30T/16701  
HAWKRIDGE HOMES**

DATE: MARCH 11, 2016 DRAWN BY: G.J.S.  
PROJECT No. 17226-06 SCALE: 1:600



**DRAFT PLAN OF SUBDIVISION  
OF ALL OF LOTS 74 AND 75  
REGISTRAR'S COMPILED PLAN 1330  
FORMERLY TOWN OF ELMIRA  
TOWNSHIP OF WOOLWICH  
REGIONAL MUNICIPALITY OF WATERLOO**

NOTE  
1 TOPOGRAPHIC OF ORIGIN PROVIDED BY MR. MATTHEW HARVEY INC., NOVEMBER 1, 2005

**LAND USE SCHEDULE**

DESCRIPTION	LOT(S) NO.	UNITS	AREA (Ha.)
Single Detached	1-4, 17, 26, 28-30	10	6.752
Row Detached	5-16, 19-25, 27-34	24	1.832
Public	43		0.088
Open Space	45		0.088
Roads	42		0.088
Utilities	42-46		0.208
<b>TOTAL</b>		<b>34</b>	<b>8.234</b>

**ADDITIONAL INFORMATION**  
SENDER SECTION 6(1)(7) OF THE PLANNING ACT  
INFORMATION REQUIRED BY CLASSES A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NN, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VV, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ.

**OWNER'S CERTIFICATE**  
I, AUTHORIZED REPRESENTATIVE OF THE REGISTRAR, HEREBY CERTIFY THAT THIS DRAFT PLAN OF SUBDIVISION  
**HAWKRIDGE HOMES INC.**  
DATE: MARCH 11, 2016

**SURVEYOR'S CERTIFICATE**  
I, THE SURVEYOR, HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR AND THAT  
I HAVE CONDUCTED A SURVEY OF THE LAND TO BE SUBDIVIDED AND THAT  
THE INFORMATION ON THIS DRAFT PLAN IS CORRECTLY STATED.  
**WALTER BARKER, O.L.S.**  
DATE: MARCH 11, 2016

**Van Harten SURVEYING INC.**  
LAND SURVEYORS and ENGINEERS

423 WOODBINE STREET, SUITE 101, WATERLOO, ONTARIO N2L 2P7  
TEL: 519-885-2773 FAX: 519-885-1110  
488 BRIDLE ROAD, UNIT 1, WATERLOO, ONTARIO N2L 2P7  
TEL: 519-885-2773 FAX: 519-885-1110

DRAWN BY: G.J.S. CHECKED BY: J.E.B. PROJECT No. 17226-06  
DATE: MARCH 11, 2016