



## Staff Report

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**Report To:** Council Meeting  
**From:** Evan McKinstry, Jr. Planner, County of Elgin  
**Date:** 2026-04-23  
**Subject:** Zoning By-law Amendment Application D-14 04-2026 – Recommendation Report – (Planning Report 2026-11)

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### **Recommendation:**

That West Elgin Council hereby receives the report from Evan McKinstry, Junior Planner regarding Zoning By-law Amendment Application D-14 04-2026 – Recommendation Report (Planning Report 2026-11), and

That West Elgin Council approve Zoning By-law Amendment Application D-14 04-2026 to rezone the subject property from General Agricultural (A1) zone to Agricultural (A2) zone and Rural Residential- Special Provision 4 (RR-4), as presented in By-law 2026-10 attached as Appendix 1 to Planning Report 2026-11, and

That subject to no concerns being raised at the public meeting, that By-law 2026-10 to amend Zoning By-law 2015-36, be presented at the regular meeting of Council on April 23<sup>rd</sup>, 2026, for adoption. (Planning Report 2026-11).

### **Summary:**

The purpose of this application is to rezone the subject property from General Agricultural (A1) Zone to Agricultural (A2) Zone and Rural Residential- Special Provision 4 (RR-4), to prohibit residential development on the retained farmland parcel and to permit a surplus farm dwelling lot with a reduced lot frontage and increased lot area.

The lands affected by this proposed Zoning By-law Amendment are also the subject of consent (severance) application E 50–25.

No concerns or objections have been identified by circulated agencies or the public.

### **Purpose:**

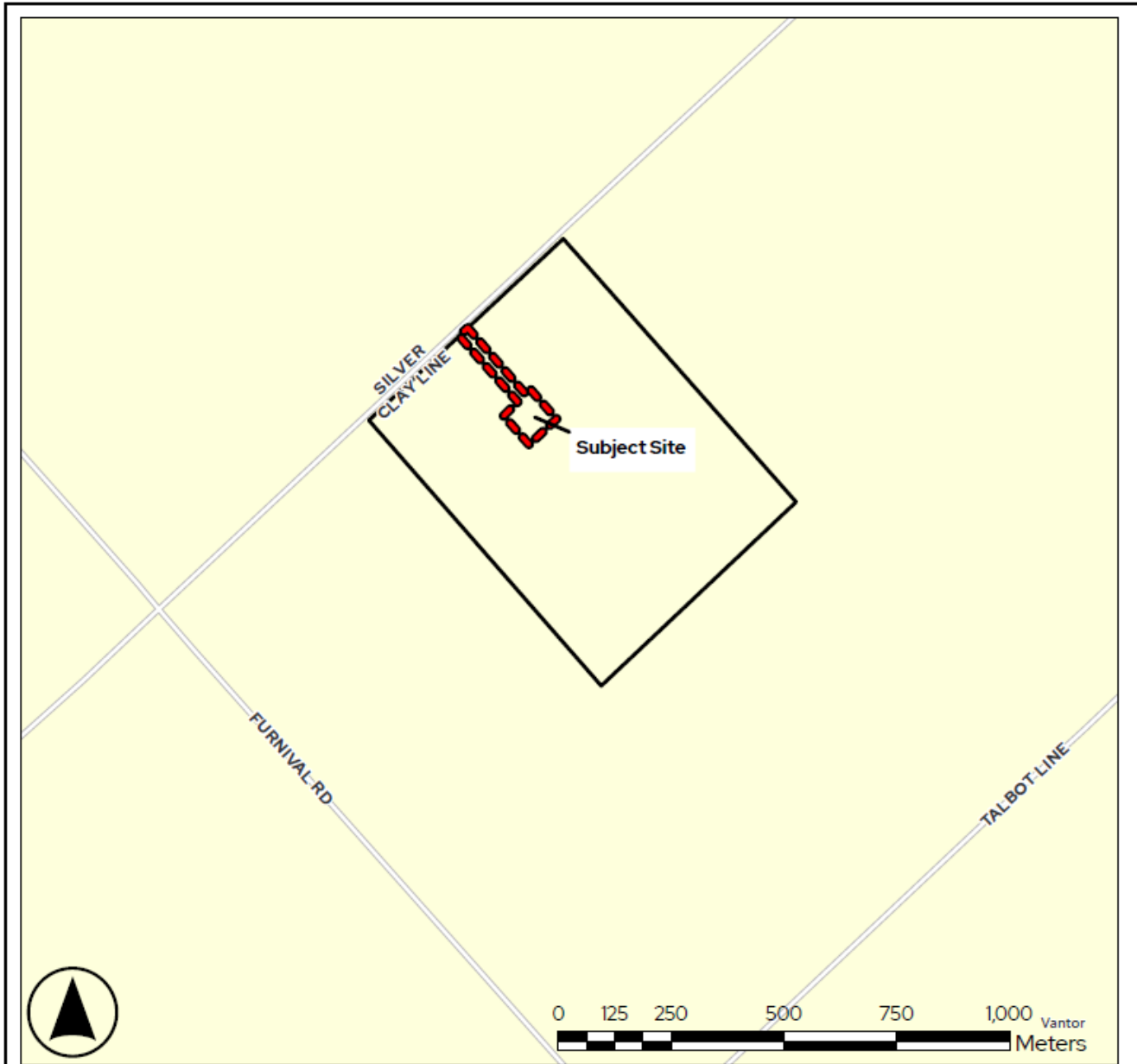
To rezone the retained lands subject to consent (severance) application E 50-25 from General Agricultural (A1) to Agricultural (A2) Zone and Rural Residential- Special Provision 4 (RR-4) to prohibit residential development on the retained farmland parcel and to permit a surplus farm dwelling lot with a reduced lot frontage and increased lot area.

**Background:**

The applicant has applied for a Zoning By-law Amendment to satisfy a condition that is required as a result of severance application E 50-25. The severance application was approved by the Elgin County Land Division Committee at its September 24<sup>th</sup> meeting, and no appeals were received.

<b>Application D-14 04-2026</b>	
Owner	Travis Roodzant
Address	22709 Silverclay Line
Water Supply	Municipal Water
Sewage Supply	Private septic system
Buildings/Structures	Single-detached dwelling and 3 sheds
Elgin County Official Plan	Agricultural Area
Municipality of West Elgin Official Plan	Agricultural Area










### County Official Plan Map



**Site Location Information**

Municipality of West Elgin  
 Roll: 3343400004007700  
 Subject Site: 22709 Silverclay Line  
 File Number: 2026-04  
 Owners: Travis Roodzant  
 CA: Lower Thames Valley  
 Conservation Authority  
 Created by: MC  
 Date: 4/10/2026

**Legend**

- |   |                        |   |              |
|---|------------------------|---|--------------|
|  | Severance Location     |  | Agricultural |
|  | Subject Site (2026-04) |  | 1            |
|  | County Roads           |  | 2            |
|  | Local Roads            |  | 3            |
|  | Provincial Roads       |   |              |

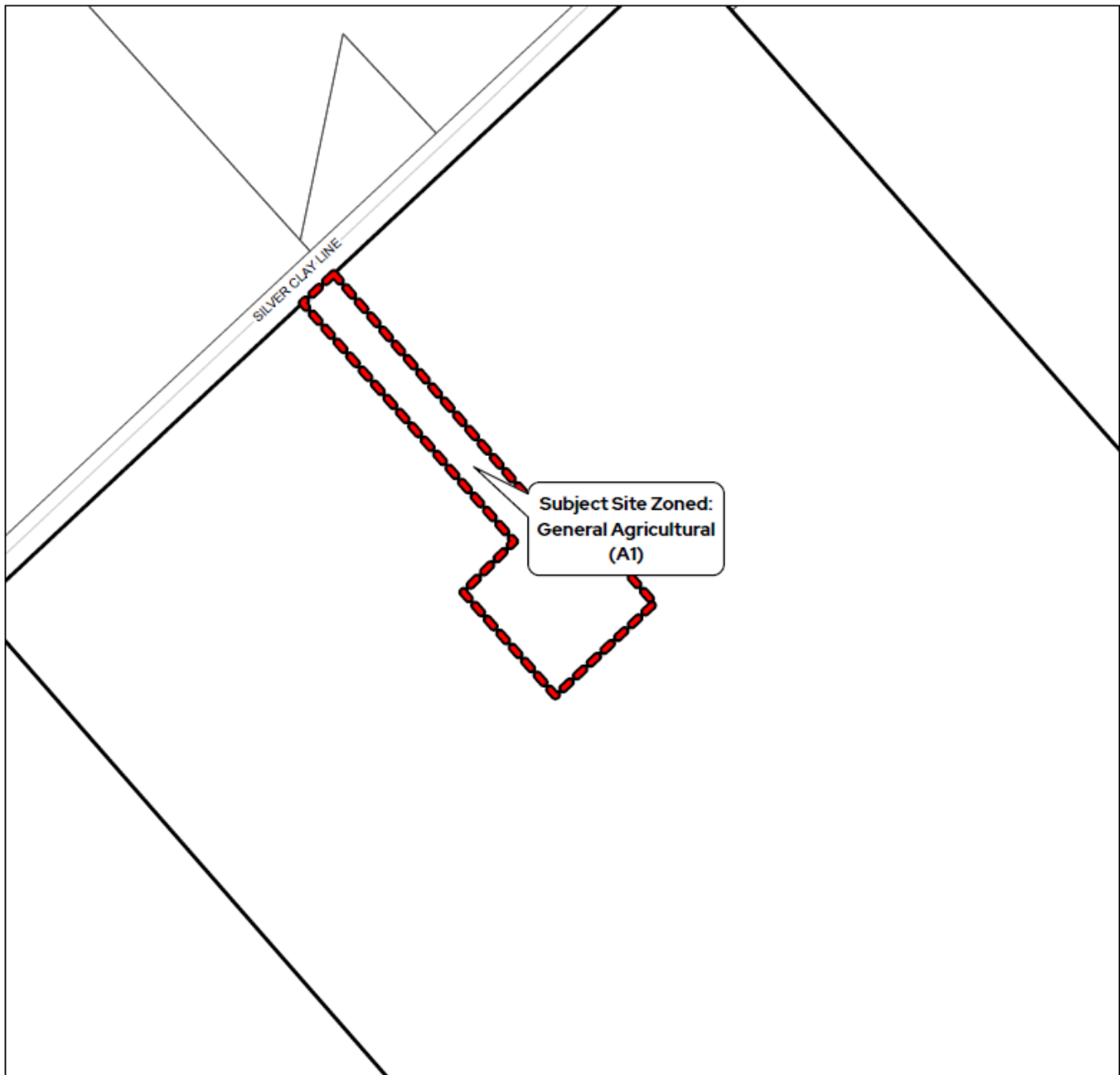
**County of Elgin Official Plan**



**Schedule 'A'  
 County Structure Map**

Date: 4/10/2026  
 Projection: UTM NAD 1983 Zone 17 North  
 Disclaimer: The County of Elgin takes every precaution to put up-to-date and correct information on all maps published by Corporate Applications. However, it does not expressly warranty that the information contained in the map is accurate on the date of publication.  
 All users may use this information at their own risk. The Municipality will not entertain any claims arising out of the use of this map or information.

## West Elgin Official Plan / Zoning Map



**Official Plan Location Map**  
 West Elgin Official Plan - Schedule 4 - General Land Use  
 Subject Site: 22709 Silverclay Line  
 File Number: 2026-04  
 Owners: Travis Roodzant  
 CA: Lower Thames Valley Conservation Authority  
 Created by: MC  
 Date: 4/10/2026

### Legend

#### Severance Location

- Severance Location
- Subject Site (2026-04)
- Parcel Boundary

#### Land Use

- Agricultural Area
- Rural Commercial/ Employment
- Hamlet






- Rural Employment
- Lakeshore
- Rural Residential
- Urban Area
- Municipal Boundary
- Tier 1 Settlement Area
- Tier 2 Settlement Area
- Tier 3 Settlement Area
- Port Glasgow Secondary Plan Area


### Location Key Map



Aerial Photo Location Map  
Municipality of West Elgin  
Subject Site - 22709 Silverclay Line  
File Number: 2026-04  
Owners: Travis Roodzant  
CA: Lower Thames Valley Conservation Authority  
Created by: MC  
Date: 4/10/2026

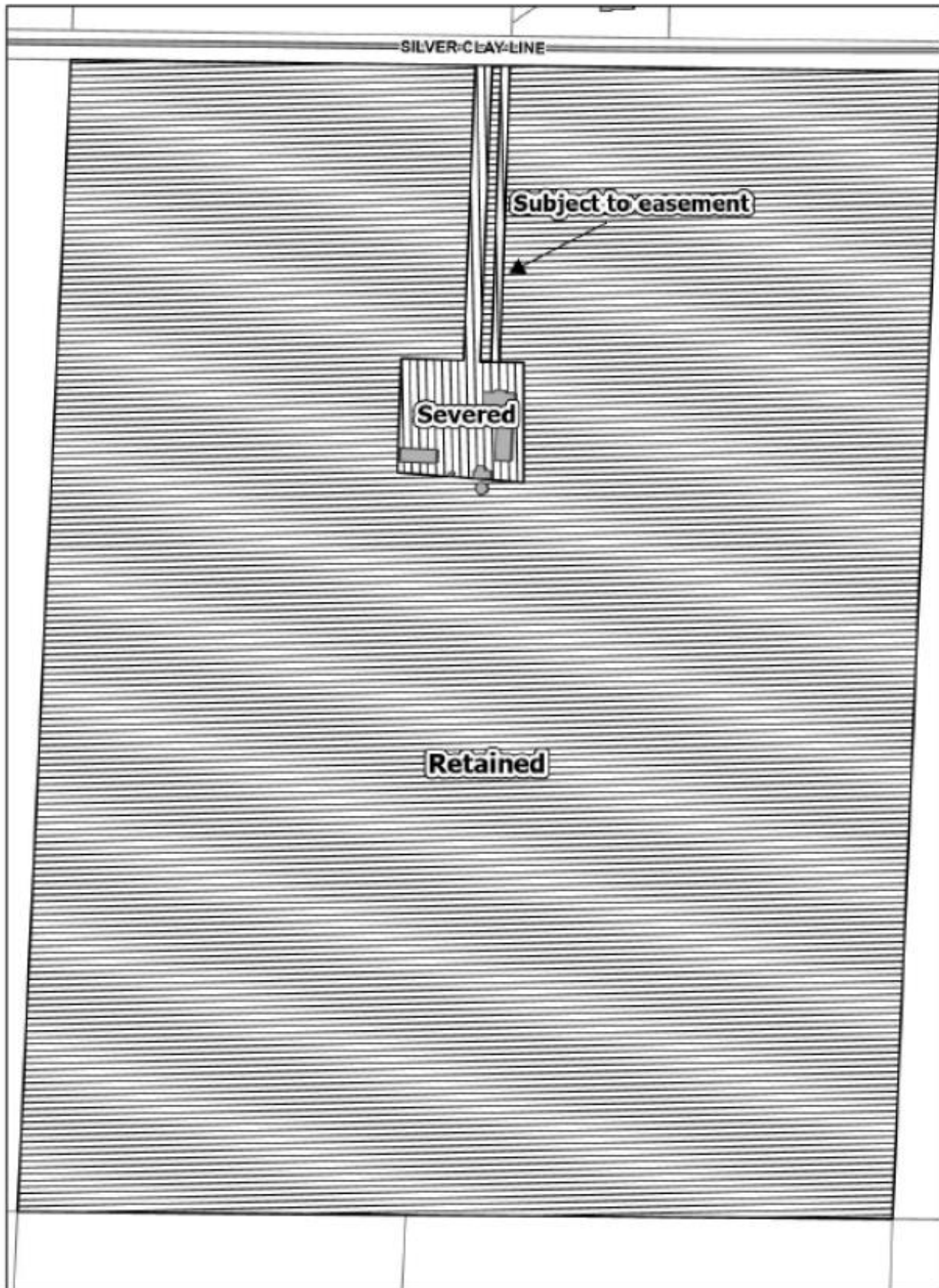
### Legend

-  Severance Location
-  Subject Site (2026-04)
-  County Roads
-  Local Roads
-  County Boundary

0 5 10 20 30  
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### Consent Map



**Proposal:**

The applicant proposes to rezone the retained lands from General Agricultural (A1) to Agricultural (A2) zone and Rural Residential- Special Provision 4 (RR-4).

	<b>Section(s)</b>	<b>Relevance To Application</b>	<b>Comments</b>
<b><i>Provincial Planning Statement, 2024</i></b>	Section 4.3.3.1 - Lot Creation and Lot Adjustments in the Prime Agricultural Area	Severances for surplus farm dwellings are permitted in the prime agricultural area, provided that the retained farmland parcel is rezoned to prohibit residential development.	<b>Consistent</b> The proposed Zoning By-law Amendment satisfies the requirements of the PPS for surplus farm dwelling severances.
<b>Elgin County Official Plan</b>	Section 5.9	The County of Elgin Official Plan permits surplus farm dwelling severances in the Agricultural Area, provided the retained farmland parcel is rezoned to prohibit residential development. The severed lot, while larger than the general maximum permitted by the Zoning By-law, does not include any cultivated lands.	<b>Conforms</b> The proposed Zoning By-law Amendment conforms to the CEOP requirements when severing surplus farm dwellings.
<b>Municipality of West Elgin Official Plan</b>	7.1.7.2 Surplus Farm Dwelling	Land severances in the Agricultural Area may be permitted:  a) the dwelling considered surplus has been in existence for at least 10 years;  b) the dwelling is structurally sound and suitable, or potentially	<b>Conforms</b> The proposed Zoning By-law Amendment conforms to the Official Plan for retained farmland parcels to be rezoned to one which prohibits residential development.

		<p>made suitable, for human occupancy;</p> <p>c) no new dwelling or additional dwelling unit is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law;</p> <p>d) compliance with MDS I with respect to any livestock building, structure or manure storage facility on the remnant parcel;</p> <p>e) the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and minimize the loss of productive farmland, and</p> <p>f) deteriorated, derelict, abandoned farm buildings (including farm buildings and structures with limited future use potential) are demolished and the lands rehabilitated.</p>	
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West Elgin Zoning Bylaw 2015-36

Section(s)	Provisions
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<p><b>Existing Zoning</b></p> <p>General Agricultural (A1)</p>	<p>The use of the property is agricultural; rezoning is required to comply with PPS policies for surplus farm dwellings</p>
<p><b>Proposed Zoning</b></p> <p>Agricultural (A2) Zone/ Rural Residential- Special Provision 4 (RR-4)</p>	<p>The retained farmland will be rezoned to a zone that prohibits residential development. The RR-4 which permits a reduced lot frontage (12.2m) and larger lot area (1.016 ha).</p>

### **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 County of Elgin Official Plan (CEOP) and Municipality of West Elgin Official Plan (OP).

### **Circulation:**

Lower Thames Valley Conservation Authority: No concerns.

Building Department: No concerns.

Water: No comments.

Drainage: No comments.

Infrastructure and Development: No comments.

Chief Administrative Officer: No comments.

Public: No comments have been received from the public at the time of the report.

### **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):**

Section 4.3.3.1 - Lot Creation and Lot Adjustments in the Prime Agricultural Area:

*Lot creation in prime agricultural areas is discouraged and may only be permitted in accordance with provincial guidance for:*

*c) one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:*

- 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*
- 2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective*

Response: The proposed Zoning By-law Amendment is required to rezone the retained farmland in a surplus farm dwelling severance application to prohibit future residential development. Although the proposed severed residential lot exceeds the area typically permitted by the Municipality of West Elgin Zoning By-law, the increased size is attributable to the significant setback of the dwelling from the road.

**Elgin County Official Plan:**

Section 5.9

*For the same reasons noted in the previous sub-section, no new residential building lots are permitted in an agricultural designation in a local official plan with the exception of a lot containing an existing dwelling that has become surplus to a farming operation because of a farm consolidation. Notwithstanding any other policies to the contrary, such a residence may be severed from the farm subject to:*

*A) The lot containing the dwelling being limited in size to the area needed to accommodate the dwelling and on-site servicing only; and*

*B) All residential uses being prohibited on the remnant farm parcel by way of official plan amendment and / or zoning by-law amendment.*

Response: The proposed Zoning By-law Amendment is a required condition of consent application E 50-25 and will rezone the retained farmland to prohibit future residential development in accordance with the County OP policies. The severed land is being rezoned to permit a reduced lot frontage and increased lot area.

**Municipality of West Elgin Official Plan:**

### Section 7.1.7.2 Surplus Farm Dwelling

*The creation of a lot for the purposes of disposing of a dwelling considered surplus as a result of farm consolidation, the acquisition of additional farm parcels to be operated as one farm operation, shall be considered in accordance with the following:*

- a) the dwelling considered surplus has been in existence for at least 10 years;*
- b) the dwelling is structurally sound and suitable, or potentially made suitable, for human occupancy;*
- c) no new dwelling or additional dwelling unit is permitted in the future on the remnant parcel which shall be ensured through an amendment to the Zoning By-law;*
- d) compliance with MDS I with respect to any livestock building, structure or manure storage facility on the remnant parcel;*
- e) the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services, and minimizes the loss of productive farmland, and*
- f) deteriorated, derelict, abandoned farm buildings (including farm buildings and structures with limited future use potential) are demolished and the lands rehabilitated.*

Response: This proposed Zoning By-law Amendment is required to fulfill the policies of the West Elgin Official Plan by ensuring the continuing protection of prime agricultural land post-surplus farm dwelling severance. The proposal will rezone the retained farmland to a restricted agricultural zone to prohibit residential dwellings. Staff have reviewed this application against the Minimum Distance Separation Guidelines and have found that it will not create any MDS hazards.

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

The subject lands are zoned General Agricultural (A1) on Schedule A, Map 66 of the ZBL, as depicted on Figure 2.

Response: The proposed retained farm parcel would need to be rezoned to the Agricultural (A2) Zone, to prohibit any future dwellings. The severed parcel will need to be rezoned to implement the proposed lot creation, by rezoning it to the Rural Residential-Special Provision 4 (RR-4) Zone. The RR-4 zone will permit a severed surplus farm dwelling with a reduced lot frontage of 12.2 m and increased lot area of 1.016ha.

Therefore, the proposal for the surplus farm dwelling lot creation would be in compliance with the Zoning By-law, subject to the requested Zoning By-law Amendment.

#### **Statutory Notice Requirements:**

The Notice of the Public Meeting was provided in accordance with the provisions of the Planning Act. Property owners within 120m of the subject lands were provided notice through regular mail delivery. Applicable persons and public bodies were provided notice of the Public Meeting and a request for comments via email. 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.

### **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 2026-10 are;

- i) Consistent with the direction of the *Provincial Planning Statement 2024*, including but not limited to Section 4.3.3.1;
- ii) Conforms to the relevant policies of Municipality of West Elgin Official Plan, including but not limited to Section 7.1.7.2;
- iii) Satisfies the criteria of Zoning By-law 2015-36, subsection 11.3 as amended.

Upon Council making a decision regarding D 14 04-2026, 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

### **Financial Implications:**

Application fees were collected in accordance with the Municipality's Fees and Charges By-law, as amended from time to time. The provisionally approved severance may result in a minimal increase in assessment.

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

<b>Infrastructure Improvement</b>	<b>Recreation</b>	<b>Economic Development</b>	<b>Community Engagement</b>
<input 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 checked="" type="checkbox"/> To enhance communication with residents.

**Respectfully submitted by:**

Evan McKinstry

Junior Planner

**Reviewed by:**

Mat Vaughan

Director of Planning and Development (Elgin County)

**Approved By:**

Robin Greenall

Chief Administrator Officer

**Attachments:**

Appendix 1- Draft By-law 2026-10