



Working together with our community

Public Hearings Committee – September 03, 2025

Subject: Application ZNPL2025074 proposes to rezone the subject lands from Agricultural (Temporary Use For Special Needs Housing) to Agricultural (Special Provision For Emergency/Transition Shelters) with special provisions, for the lands described legally as MID CON 1 NTR PT LOTS 181 AND RP 37R10593 PARTS 1 2 AND 4 REG and civically as 711 Schafer Side Road, Norfolk County.

Report Number: CDS 25-029
Division: Community and Development Services
Department: Planning
Ward: Ward 4
Purpose: For Public Meeting

Recommendation(s):

That staff Report CDS-25-029 for development application ZNPL2025074 be received for information; and

That any comments received as part of the statutory public meeting be considered in a future recommendation staff report.

Public Meeting Notification:

A public meeting is a statutory requirement in accordance with the Planning Act, and is intended to allow members of the public to submit written or oral comments in relation to the proposed development. Additionally, any person may make written submissions at any time prior to County Council making its final decision on the application.

Pursuant to the requirements of the Planning Act R.S.O. 1990, C. P. 13 (“Planning Act”), a notice of the statutory public meeting was posted 20 days in advance of the Public Meeting. Notifications were mailed to neighbors within 120 m of the subject lands; and a yellow notification sign was posted on the site on August 6, 2025.

Discussion:

The purpose of this public hearing is to provide Council and the public with an overview of the development proposal and afford the opportunity to comment and provide feedback on the proposed amendments.

Site Context:

The subject lands are approximately 40 hectares (100 acres) in area and are located Schafer Side Road, Norfolk.

The property is actively farmed and contains several buildings clustered together, encompassing approximately 4 hectares (10 acres).

Existing Buildings:

- Former Agricultural Research Station (now temporary use as special needs housing emergency/transition shelter).
- Several underutilized buildings that used to serve the research station:
 - Former Weather Station
 - Greenhouses
 - Maintenance building
 - Storage buildings

Surrounding land uses:

North – existing agricultural land

South – existing agricultural land

East – existing agricultural land

West – existing agricultural land and significant woodlot



Figure 1: View of Subject Property from Schafer Side Road

Proposal Summary:

The applicant is proposing to rezone a portion of the subject lands zoned Agricultural (Temporary Use for Special Needs Housing) to Agricultural (Special Provision for Emergency/Transition Shelters) with a special provision that includes:

- Parking Ratio: 1 space for every 4 units.
- Proposed site specific definition of emergency/transition shelter.

The following studies have been submitted in support of the proposed applications:

- Traffic Impact Brief – F.R. Berry and Associates (November 30, 2021)
- Planning Justification Report – G. Douglas Vallee (March 7, 2025)

No other studies were submitted.

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority Building Norfolk - Develop the infrastructure and supports needed to ensure complete communities.

Explanation: The proposed development would provide additional housing options for residents of Norfolk County.

Conclusion:

A recommendation report will be provided on this matter following review of the circulation, planning considerations and this statutory public hearing meeting regarding the submitted, “complete” development applications.

Attachments:

- Attachment A – Development Overview
- Attachment B – Existing Planning Policies
- Attachment C – Technical Comments
- Attachment D – Public Comments
- Attachment E – Proposed Zoning Bylaw Amendment

Approval:

Approved By:
Al Meneses, CAO

Reviewed By:
Alisha Cull BES, MCIP, RPP, Ec.D.
Manager of Planning Services

Prepared By:
Josh Mueller BES URPT CPT MCIP
Planner