

Cloudpermit application number CA-3539015-P-2025-29	ZBA9-2025 Received: April 25, 2025. Completed:
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Pre-consultation information
<p>By-law 199-2007 requires pre-submission consultation with a staff Planner to determine what supporting information is required, to verify payable fees, and to review the process. This application is incomplete unless you have a valid pre submission letter.</p> <p>Pre-consultation is not completed. Application number: CA-3539015-P-2025-29</p>

Applicant, Property owner		
Last name Ursu	First name Lilian	Corporation or partnership Burn Brae Farms Ltd
Street address [REDACTED]	Unit number	Lot / Con.
Municipality [REDACTED]	Province [REDACTED]	Postal code [REDACTED]
Other phone		Mobile phone [REDACTED]
Fax		Email [REDACTED]

Subject Land Information		
Address	Legal description	Roll number
311 ELLOR ST (Primary)	PLAN 244 PT LOT 6	3916000030251000000

1. APPLICANT INFORMATION

REGISTERED OWNER(S) OF THE SUBJECT LAND

For fields that don't apply, input N/A

Name Burnbrae Processco Holdings 19 Inc.	Address [REDACTED]	Town [REDACTED]
---	-----------------------	--------------------

Phone [REDACTED]	Cell [REDACTED]
Email [REDACTED]	Fax

Is the applicant different from the property owner?

☒ Yes ☐ No

APPLICANT (IF OTHER THAN THE REGISTERED OWNER)

Name Lilian Ursu	Address [REDACTED]	Town [REDACTED]	Postal code [REDACTED]	Postal code [REDACTED]	Phone [REDACTED]	Cell [REDACTED]
Fax N/A						Email [REDACTED]

Authorized agent authorized by the owner to file the application, if applicable

Is there an Authorized Agent?							
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							

2. Holders of any mortgages, charges or other encumbrances

Do you know the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land?

☐ Yes ☒ No

3a. Current Official Plan land use designation

Official plan land use designation
Residential

3b. Please explain how this application conforms to the Official Plan?

Please explain how this application conforms to the Official Plan? Continued use for residential purposes aligned with existing and evolving mixed use (resi and light industrial) nature of the area. The site specific parking is for light duty vehicles only (similar to residential parking) and is consistent with the existing Burn Brae Farms Limited property.
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4a. Current Zoning
Current zoning R1 21 T
B. Nature and extent of the rezoning
<div style="border: 1px solid black; padding: 10px; min-height: 100px;"> Please explain the nature and extent of the rezoning? Site specific exception to : permit the existing residential dwelling to be used to accommodate temporary foreign workers who will work at the adjacent Burnbrae Farms Limited plant. -permit the parking of light duty vehicles for employees of the adjacent Burnbrae Farms Limited plant. </div>
C. Reason why the rezoning is requested
<div style="border: 1px solid black; padding: 10px; min-height: 100px;"> Please provide the reason why the rezoning is requested? The Burnbrae Farms Limited is in process to build a brand new facility and relocate the existing one from 301 Ellor Str to 1000 Wright Str. Due to unforeseen circumstances, the new location which suppose to be ready and operational by the end of the 2025 moved to the end of 2026 . We are asking to extent the existing rezoning approved on Jan 10th ,2023. </div>

5. DESCRIPTION OF SUBJECT LAND					
For fields that don't apply, input N/A					
Geographic township Strathroy Caradoc	Concession(s) Part Lot6,Plan 244	Lot(s) Lot 6	Registered Plan Plan 244	Part(s) N/A	Street Address 311 Ellor Street
Municipal Roll Number 3916 000 030 25100 0000					

6. Dimensions of subject land as a whole (in metric units)		
For fields that don't apply, input N/A		
Frontage 32.31 m (106 ft)	Depth 70.1 m(230 ft)	Area 2,266 m2 (24,392 sq ft)

7. Access to subject land (please provide information for only those that apply to this property)	
For fields that don't apply, input N/A	
Provincial Highway: N/A	County Road: N/A
Municipal Road Ellor Street	Other Public Road N/A
Right of Way: N/A	Water: N/A
Ontario Regulation 545/06 <div style="border: 1px solid black; padding: 5px; min-height: 20px;"> Item 15 to the Schedule of Ontario Regulation 545/06 applies only if access is by water. </div>	

8. Existing uses of subject land
Describe all existing uses of the subject land Residential Ad hoc employees parking for the adjacent Burn Brae Farms Limited occurs on street.

9. PLEASE INDICATE WHETHER THERE ARE ANY BUILDINGS OR STRUCTURES ON THE SUBJECT LAND?

Yes or No

☒ Yes ☐ No**9a. Types of building and structures, including date of construction, that currently exist on the lot and the specified measurements (in metric units)**

Type of Building/Structure	Date of construction	Distance from front lot line	Distance from rear lot line	Distance from side lot lines	Height	Floor Area
Residential Dwelling	1890	+ / 21 m	+ / 58 m	+ / 14.3 m/6m	6.0 m	181.162 m ²

10. Proposed uses of subject land

Describe all proposed uses of the subject land

Temporary Foreign Worker Dwelling (appropriate and affordable housing as per FED Program requirement) Employee light vehicle parking for adjacent Burn Brae Farms Limited plant.

11. Proposed buildings or structures on the subject lands

Please indicate whether any buildings or structures are proposed to be built on the subject land?

☐ Yes ☒ No**12. Date subject land was acquired by the current owner**

Please indicate the date when the subject land was acquired by the current owner (use this one)

Feb 16/2020 as a result of corp. reorg Previous owner is affiliate Burnbrae Holdings Ltd since 1980's.

13. Length of time existing uses of subject land have continued

Please indicate the length of time that the existing uses of the subject land have continued

Residential dwelling has been used for the last years Ad hoc employee parking has continue for a numbers of years.

14. Water Supply

Water supply provided via?

☒ publicly owned and operated piped water system ☐ lake or other water body ☐ privately owned well or communal well

☐ Other

15. Sewage Disposal

Sewage disposal will be provided via?

☒ publicly owned and operated sanitary sewage system ☐ privy ☐ privately owned individual or communal septic system

☐ Other

16. permit development on privately owned and operated individual or communal septic systems

Please indicate if the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent produced per day as a result of the development being completed.

☐ Yes ☒ No

17. Storm Drainage

Storm drainage will be provided via?

☒ storm sewers ☐ swales ☐ municipal
drainage
ditches

☐ Other

18. minimum and maximum density and height requirements

Indicate the minimum and maximum density and height requirements if applicable

Height minimum

Height maximum

Density minimum

Density maximum

19. boundary of an area of settlement

Is this an application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

☐ Yes ☒ No

20. Employment Area

Does this application remove land from an area of employment?

☐ Yes ☒ No

21. Zoning Conditions

Are the subject lands within an area where zoning with conditions applies?

☐ Yes ☒ No

22. IS THE SUBJECT LAND THE SUBJECT OF:**An application for an amendment to the Official Plan under the Planning Act?**

Yes or No

☐ Yes ☒ No**An application for an amendment to the Zoning By-law under the Planning Act?**

Yes or No

☒ Yes ☐ No

File No.

ZBA 2-2023

Status

Approved

A Minister's zoning order under the Planning Act?

Yes or No

☐ Yes ☒ No**An application for approval of a Plan of Subdivision under the Planning Act?**

Yes or No

☐ Yes ☒ No**An application for an application for Consent under the Planning Act?**

Yes or No

☐ Yes ☒ No**An application for an application for Minor Variance under the Planning Act?**

Yes or No

☐ Yes ☒ No**23. consistency with the provincial policy statement**

Please indicate how the application is consistent with the Provincial Policy Statement (a copy of the Provincial Policy Statement is available at www.ontario.ca/page/land-use-planning)?

Efficient use of existing property and building and helps to provide a range and mix of housing options to meet the needs of current and future residents (PPS 1.4.3). Contributes to the financial, economic and social well being of the municipality. (PPS1.1.1)

24. Land designated under any provincial plan or plans

Is the subject land within an area of land designated under any provincial plan or plans?

☐ Yes ☒ No**25. public Consultation**

Does your proposed strategy for consulting with the public regarding the subject application exceed the Planning Act's minimum requirements?

☐ Yes ☒ No

26. Accompanying material

Please fill out the checklist below to ensure you have included all the required information on the concept plan

1. The boundaries and dimensions of the subject lands

☒ Yes ☐ N/A

2. The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings and structures from the front yard lot line, rear yard lot line and the side yard lot lines

☒ Yes ☐ N/A

3. The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application (for example buildings, railways, roads, watercourses, drainage ditches, rivers or stream banks, wetlands, wooded areas, wells and septic tanks)

☒ Yes ☐ N/A

4. The current uses on land that is adjacent to the subject land

☒ Yes ☐ N/A

5. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way

☒ Yes ☐ N/A

6. If access to the subject land will be by water only, the location of the parking and docking facilities to be used

☒ Yes ☐ N/A

7. The location and nature of any easements affecting the subject land

☒ Yes ☐ N/A

DISCLAIMER

ONCE YOU'VE COMPLETED THIS FORM, YOU CAN RETURN TO THE WORKSPACE BY CLICKING THE BUTTON AT THE TOP OF THIS PAGE OR YOUR BROWSER'S BACK BUTTON. YOUR CHANGES HAVE BEEN SAVED AUTOMATICALLY.

STATUTORY DECLARATION

I, Joseph Edward Hudson of the Township of Elizabethtown-Kitcy
(Name) (Name of City, Town, Township, Municipality, etc.)

in the County of Leeds
(Name of County, Region or District)

SOLEMNLY DECLARE THAT

The information provided in this application is true.

AND I make this solemn Declaration conscientiously believing it to be true, and knowing that is of the same force and effect as if made under oath.

Declared before me at the City
 of Brockville in the
County of Leeds

this 10th day of January 20 23


 A Commissioner of Oaths


Hugh Hammond


 Applicant or Authorized Agent*

* Please complete the authorization for an agent to act on behalf of the owner of the subject land.

Permission to Enter

The undersigned, being the registered owner(s) of the subject land, hereby authorize the Members of the Municipality of Strathroy-Caradoc Council and Municipality of Strathroy-Caradoc staff members, to enter upon the above noted property for the purpose of conducting a site inspection with respect to the attached application for Zoning By-law Amendment.


 Signature of owner or person having authority to bind the owner

JAN 10 / 23
 Date

AGENT AUTHORIZATION

(Please complete the authorization for an agent to act on behalf of the owner of the subject land)

I, Burnbrae Processco Holdings 19 Inc., being the owner of the property described in Section 1 of
(Name)

this application for zoning by-law amendment, hereby authorize Andrea Bourrie Miller, RPP
(Agent)

to act as my agent in matters related to this application for zoning by-law amendment.

Dated this 10 day of JANUARY 20 23



Owner

APPENDIX 1- PROCEDURAL REQUIREMENTS FOR THE POSTING OF NOTICE SIGNS FOR PLANNING APPLICATIONS

LEGISLATIVE REQUIREMENTS

Provincial regulations established under the Planning Act set out how an approval authority is to notify the public of a planning application e.g. a severance, rezoning, subdivision or minor variance. In the Municipality of Strathroy-Caradoc, these regulations are generally satisfied through direct mailing to surrounding property owners and the posting of a sign on the subject property.

SIGN DEPOSIT

The Municipality of Strathroy-Caradoc shall collect a \$50 deposit per sign required at the time the application is filed. Two signs are required for properties fronting on 2 roads. The deposit will be refunded to the applicant following the return of the sign(s). Please allow some time for processing the refund.

RESPONSIBILITIES OF THE APPLICANT/AGENT

The required notice signs will be prepared by municipal staff and made available at the Strathroy-Caradoc municipal office. Once the public meeting date(s) has/have been set for the application(s) and signs prepared, the applicant/agent will be contacted by municipal staff. The applicant will also be informed of the date by which the sign(s) must be erected in order to comply with the Planning Act regulations.

It will then be the responsibility of the applicant to:

1. Obtain and erect the required sign(s) by the date and in the manner prescribed.
2. Ensure that all signs are properly maintained from the prescribed date until the day after the last public meeting date indicated on the sign.
3. Remove the sign(s) and return them to the Planning Department within 1 week of the meeting date.

If the sign(s) is/are not posted as set out in the regulations, any decision made by Committee or Council on this application could be declared null and void should it be challenged because of lack of proper notice. **Should it be determined that the sign(s) was/were not posted properly, the Committee or Council will defer the application and additional fees will be required to cover the costs of issuing an additional notice for any new hearing/meeting date(s).**

LOCATION OF SIGNS

The notice sign(s) shall be placed in accordance with the following:

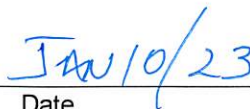
1. A minimum of one sign shall be placed on each property which is the subject of the application.
2. A minimum of one sign shall be located at or near the centre of each property line with frontage on a public road, or where the main driveway meets each public road.
3. Each sign shall be placed parallel to the public road upon which it fronts.
4. Each sign shall be clearly visible and legible from the travelled portion of the public road upon which it fronts.
5. Where posting on the property is impractical, the sign(s) shall be placed at a nearby location approved by the Municipality.

Please contact the Building/Planning Department if you have any questions or need additional or replacement signs.

I, the undersigned do hereby agree to my responsibilities as outlined in this document.



Signature of Applicant/Agent



Date


Applicant**Notice with respect to collection of personal information**

I/We also acknowledge that the information requested on this application is collected under the authority of The Planning Act, R.S.O. 1990, Chapter P13, as amended. The information is required in order to process the application to the Committee of Adjustment. The name and business address of the Applicant and/or authorized Agent is public information. The address of the property, which is the subject of the application, is also public information. Please be advised that any personal information i.e. name and address may become part of a public record in an electronic form, i.e. web site and/or paper format, i.e. agenda or minutes.

Species at risk acknowledgement

Ontario's Endangered Species Act protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledged that it is my sole responsibility as the Applicant to comply with the provisions of the Endangered Species Act, 2007, S. O. c.6. This could require me to register an activity, get a permit or other authorization from the Ministry of Natural Resources and Forestry (MNRF) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any Planning Act, R.S.O. 1990, c.P.13 approval given by the City does not constitute an approval under the Endangered Species Act, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MNRF prior to conducting any activity that may affect an endangered or threatened plant or animal or its habitat.

 Digitally signed on 2025-04-25, 2:13:47 p.m. EDT by Lilian Ursu.

Property owner

I, Lilian Ursu, do hereby declare that the information contained in this application, the attached schedules and forms, the attached plans and specifications, and other attached documentation is true to the best of my knowledge. If the Property owner is a corporation or partnership, I have the authority to bind the corporation or partnership. By signing off, I understand that it constitutes a legal signature confirming that I acknowledge and agree to the above declaration.


Notice with respect to collection of personal information

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Permission to enter upon the subject land and premises

I hereby authorize the members of the Committee of Adjustment and/or members of the staff of the City to enter upon the subject lands and premises for the purpose of evaluating the merits of this application. This is their authority for doing so.

MUNICIPAL COSTS - Please be advised that the Municipality may incur expenses associated with obtaining outside legal/engineering/ planning review/ assistance from its consultants, relating to your application. Any expenses that the Municipality incurs in this regard will be forwarded to you, the owner, for payment. I, Firstname Lastname, (the owner) acknowledge that I will pay all legal/ engineering/ planning expenses the Municipality incurs as outlined above.

 Digitally signed on 2025-04-25, 2:13:56 p.m. EDT by Lilian Ursu.

Agent Authorization

Is there an authorized agent(s) acting on behalf of the property owner(s)?

☐ Yes ☒ No

1. APPLICANT INFORMATION**REGISTERED OWNER(S) OF THE SUBJECT LAND**

For fields that don't apply, input N/A

Name	Address	Town
Burnbrae Processco Holdings 19 Inc.	[REDACTED]	[REDACTED]

Phone	Cell
[REDACTED]	[REDACTED]
Email	Fax
[REDACTED]	

Is the applicant different from the property owner?

☒ Yes ☐ No

APPLICANT (IF OTHER THAN THE REGISTERED OWNER)

Name	Address	Town	Postal code	Postal code	Phone	Cell
Lilian Ursu	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Fax						Email
N/A						[REDACTED]

Authorized agent authorized by the owner to file the application, if applicable

Is there an Authorized Agent?							
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							

2. Holders of any mortgages, charges or other encumbrances

Do you know the names and addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject land?

☐ Yes ☒ No

3a. Current Official Plan land use designation

Official plan land use designation
Residential

3b. Please explain how this application conforms to the Official Plan?

Please explain how this application conforms to the Official Plan? Continued use for residential purposes aligned with existing and evolving mixed use (resi and light industrial) nature of the area. The site specific parking is for light duty vehicles only (similar to residential parking) and is consistent with the existing Burn Brae Farms Limited property.
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<p>Please explain the nature and extent of the rezoning?</p> <p>Site specific exception to : permit the existing residential dwelling to be used to accommodate temporary foreign workers who will work at the adjacent Burnbrae Farms Limited plant. -permit the parking of light duty vehicles for employees of the adjacent Burnbrae Farms Limited plant.</p>
C. Reason why the rezoning is requested
<p>Please provide the reason why the rezoning is requested?</p> <p>The Burnbrae Farms Limited is in process to build a brand new facility and relocate the existing one from 301 Ellor Str to 1000 Wright Str. Due to unforeseen circumstances, the new location which suppose to be ready and operational by the end of the 2025 moved to the end of 2026 . We are asking to extent the existing rezoning approved on Jan 10th ,2023.</p>

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For fields that don't apply, input N/A					
Geographic township Strathroy Caradoc	Concession(s) Part Lot6,Plan 244	Lot(s) Lot 6	Registered Plan Plan 244	Part(s) N/A	Street Address 311 Ellor Street
Municipal Roll Number 3916 000 030 25100 0000					

6. Dimensions of subject land as a whole (in metric units)		
For fields that don't apply, input N/A		
Frontage 32.31 m (106 ft)	Depth 70.1 m(230 ft)	Area 2,266 m2 (24,392 sq ft)

7. Access to subject land (please provide information for only those that apply to this property)	
For fields that don't apply, input N/A	
Provincial Highway: N/A	County Road: N/A
Municipal Road Ellor Street	Other Public Road N/A
Right of Way: N/A	Water: N/A
Ontario Regulation 545/06	
Item 15 to the Schedule of Ontario Regulation 545/06 applies only if access is by water.	

8. Existing uses of subject land
Describe all existing uses of the subject land Residential Ad hoc employees parking for the adjacent Burn Brae Farms Limited occurs on street.

9. PLEASE INDICATE WHETHER THERE ARE ANY BUILDINGS OR STRUCTURES ON THE SUBJECT LAND?

Yes or No

☒ Yes ☐ No**9a. Types of building and structures, including date of construction, that currently exist on the lot and the specified measurements (in metric units)**

Type of Building/Structure	Date of construction	Distance from front lot line	Distance from rear lot line	Distance from side lot lines	Height	Floor Area
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Feb 16/2020 as a result of corp. reorg Previous owner is affiliate Burnbrae Holdings Ltd since 1980's.

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☐ Other

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Indicate the minimum and maximum density and height requirements if applicable

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19. boundary of an area of settlement

Is this an application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?

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Are the subject lands within an area where zoning with conditions applies?

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Yes or No

☐ Yes ☒ No**An application for an amendment to the Zoning By-law under the Planning Act?**

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File No.

ZBA 2-2023

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A Minister's zoning order under the Planning Act?

Yes or No

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Yes or No

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☐ Yes ☒ No**23. consistency with the provincial policy statement**

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☐ Yes ☒ No**25. public Consultation**

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☐ Yes ☒ No

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☒ Yes ☐ N/A

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☒ Yes ☐ N/A

4. The current uses on land that is adjacent to the subject land

☒ Yes ☐ N/A

5. The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way

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6. If access to the subject land will be by water only, the location of the parking and docking facilities to be used

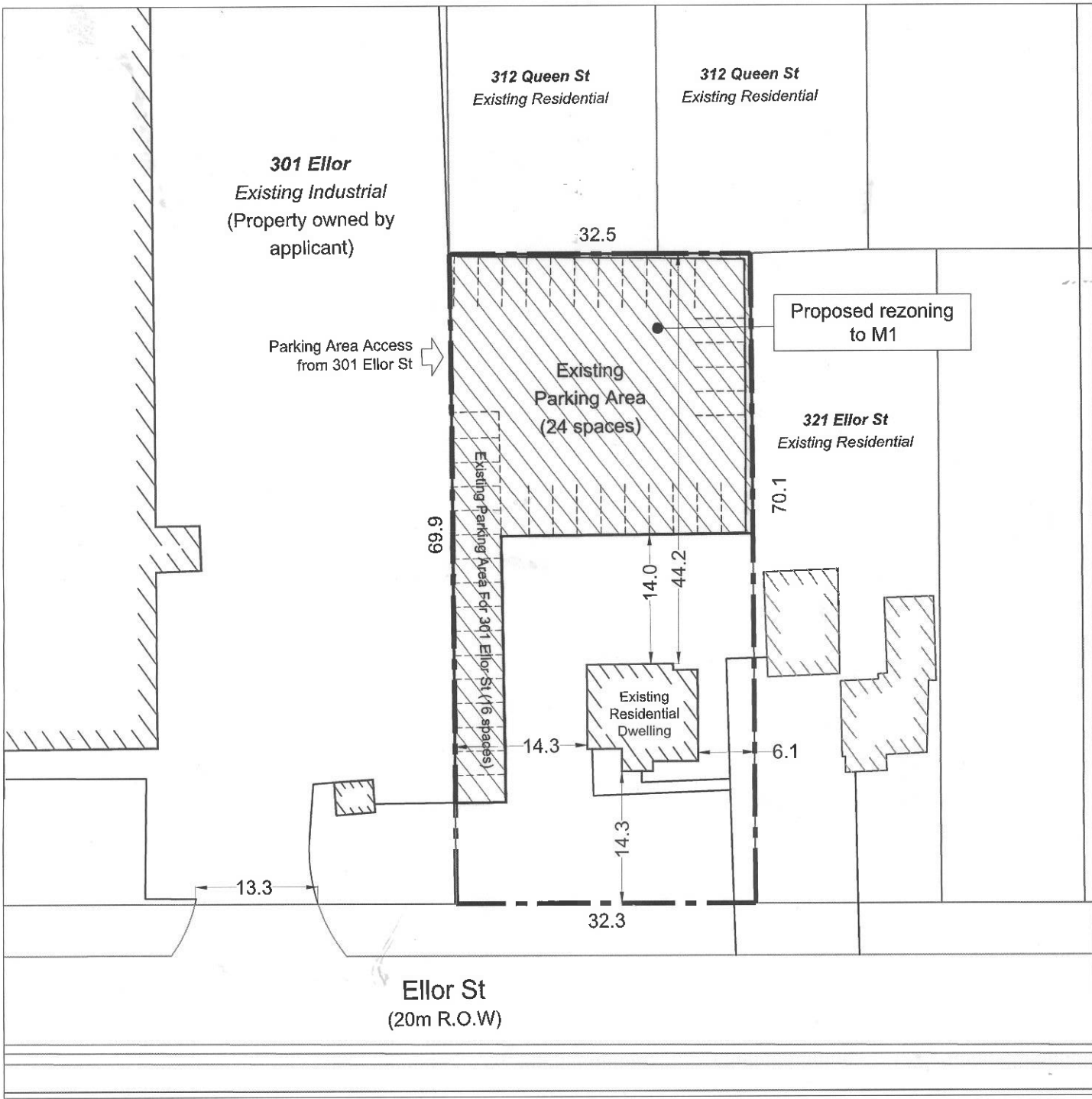
☒ Yes ☐ N/A

7. The location and nature of any easements affecting the subject land

☒ Yes ☐ N/A

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SCHEDULE B

PROPOSED REZONING TO M1
311 ELLOR STREET, STRATHROY
PLAN 244 PT LOT 6

Scale 1:600

0 5 10 15 25
Meters

NOTE: Dimensions are approximate - Property boundary and existing features based on Middlesex County online GIS mapping and Aerial Imagery (2020)

January 9, 2023