



**Special Council Meeting**  
Council Chambers and Zoom  
Wednesday, May 13, 2026  
Immediately following the Committee of the Whole

## **AGENDA**

1. **Call to Order**
2. **Approval of Agenda**
3. **RFD – Development Agreement – 4812 Main Street (PID 25388208)**  
*Pages 2 – 11*
4. **In-Camera**  
4.1 pursuant to MGA 22 (2) (a)
5. **Adjournment**



## COMMITTEE OF THE WHOLE

RFD: 20260513-1

Date: Wednesday, May 13, 2026

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**TO:** Mayor and Members of Council

**SUBMITTED BY:** Torben Laux, Planner and Development Officer

**DATE:** May 13<sup>th</sup>, 2026

**SUBJECT:** Development Agreement – 4812 Main Street (PID 25388208)

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**ORIGIN:** An application by Robin Blake for a development agreement to permit the construction of three four-unit townhouses located at 4812 Main Street. The proposed townhouses would join an existing four-unit townhouse (currently under construction) which was approved through the Site Plan Approval Process on April 30<sup>th</sup>, 2025.

**LEGISLATIVE AUTHORITY:** *Municipal Government Act* Part VIII Planning and Development.

**PAC RECOMMENDATION:** On May 5<sup>th</sup>, 2026, the PAC recommended that Council enter into the development agreement as drafted for 4812 Main Street (PID 25388208)

**BACKGROUND:** The attached application briefing provides the site details, and neighborhood context for the proposed development agreement for 4812 Main Street, PID: 25388208.

The applicant proposes the construction of three additional townhouses, four units each, to be constructed on lands which previously went through a Site Plan Approval process for a four-unit townhouse. The total number of units would be 16 units, 12 of which would be new.

As a flag lot, the proposed buildings would not be visible from Main Street and will have access via a 6m wide driveway as required under the towns Land Use Bylaw.

The proposed development will not have any immediate impact on the existing state of the Town. Brandon A. LeBlanc, P. Eng. From Baxter Engineering Ltd was hired to provide a design brief which provided a finished floor height of 8.05m which is above the 1:100-year storm flood levels. Stormwater management was also included in the brief to ensure no water runoff onto neighbouring properties. The design brief has been included in the package.





## COMMITTEE OF THE WHOLE

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If approved, this development would provide additional housing for a fast-growing place and add to the existing housing stock. This development would also provide alternative housing options and unit types.

**FINANCIAL IMPLICATIONS:** No significant costs specific to this issue. Ongoing tax revenue upon completion of the development.

**SOCIAL JUSTICE IMPLICATIONS:** None specific to this issue.

**ENVIRONMENTAL IMPLICATIONS:** None specific to this issue at this time of the development phase.

**COMMUNITY ENGAGEMENT:** To schedule a Public Hearing for Wednesday, June 10. If approved, notice of the right to appeal the council's decision will be published in the local newspaper.

**ALTERNATIVES:**

- 1) Give First Reading of the application with specific amendments where necessary;
- 2) Refer the application back to the PAC for more information;
- 3) Reject the application citing specific policies that are not met by the proposal.

**ATTACHMENTS:**

- 1) Staff report to PAC.
- 2) Draft Development Agreement

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Report prepared by: T. Laux

Report and Financial approved by: N/A



# SYNOPSIS

## Issue

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The owner of PID: 25388208 also known as 4812 Main Street, has applied for a development agreement to permit the construction of three four-unit townhouses located at 4812 Main Street.

A public participation opportunity was held April 28th, 2026. No concerns were voiced. On May 5th, 2025, the Planning Advisory Committee recommended that Council agree to enter into the development agreement as drafted

### **MOTION:**

**That Council give First Reading of the development agreement, as drafted, for 4812 Main Street (PID: 25388208) and schedule a public hearing for Wednesday, June 10, 2026, at 6:00 p.m. in Council Chambers.**



# **Town of Oxford**

## **Public Participation Opportunity**

April 28, 2026

Development Agreement to Permit the Construction of Three Four-Unit  
Townhouses at 4812 Main Street

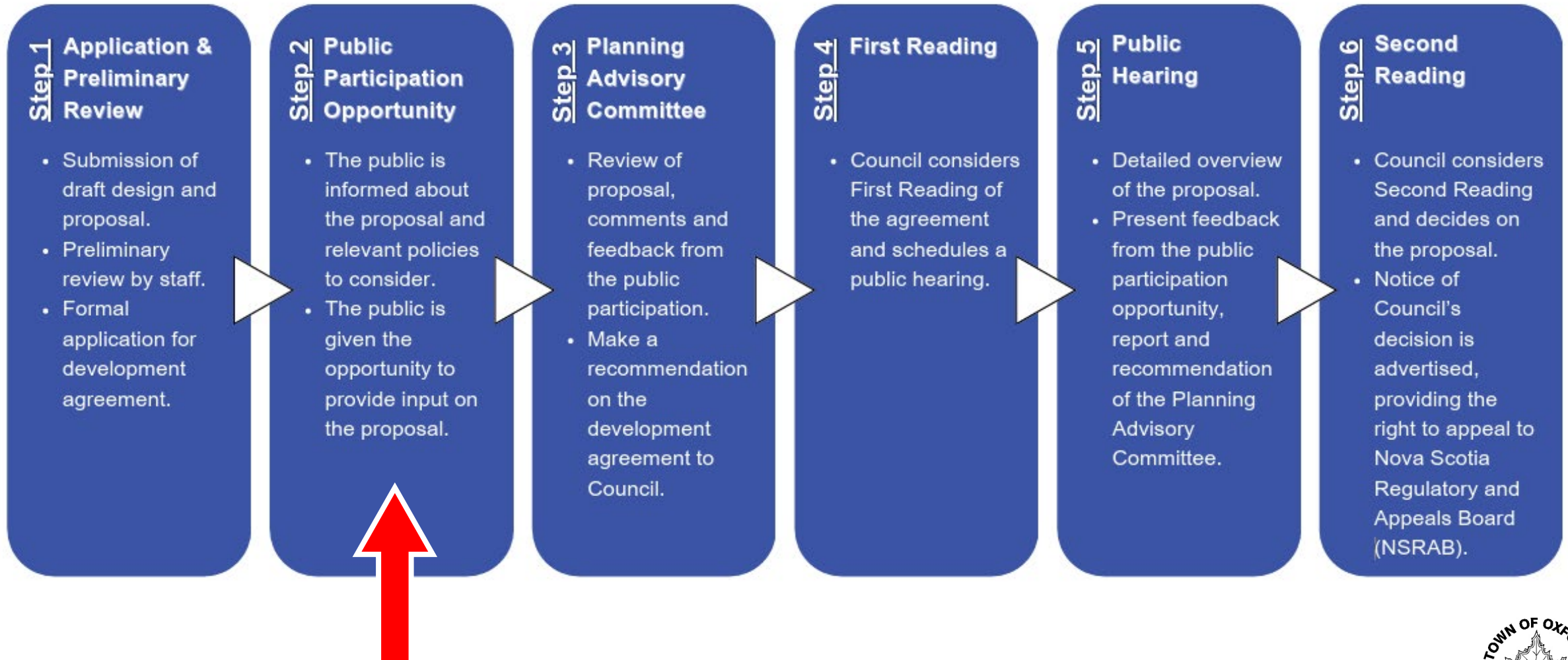


## Disclaimer

These applications are not the Town's proposal. It is a property owner's right to make an application for a development agreement or a zoning map amendment. No approval or decisions have been made.



# Development Agreement Process



# Application Details

**Applicant/ Owner:** Robin Blake

**Location:** 4812 Main Street (PID: 25388208)

**Lot Size:** 1.7 acres (74,488 sqft)

**Current Zoning:** Main Street Mixed Use

**Current Land Use:** Residential

**Summary of Proposal:** To develop three four-unit townhouses in addition to an existing 4-unit townhouse.

**Parking Paces:** 16 spaces – 4 per building total (12 new)

**Street Frontage:** Accessed by a 6.1m wide private driveway (Flag Lot)

## Neighbourhood Context

Located on Main Street at the entrance to town, approximately 200 m (660 ft) from Exit 6, the property is primarily surrounded by low-density residential development. The Black River is located directly behind the property, and the EHS Paramedic Base is situated immediately to the southwest.



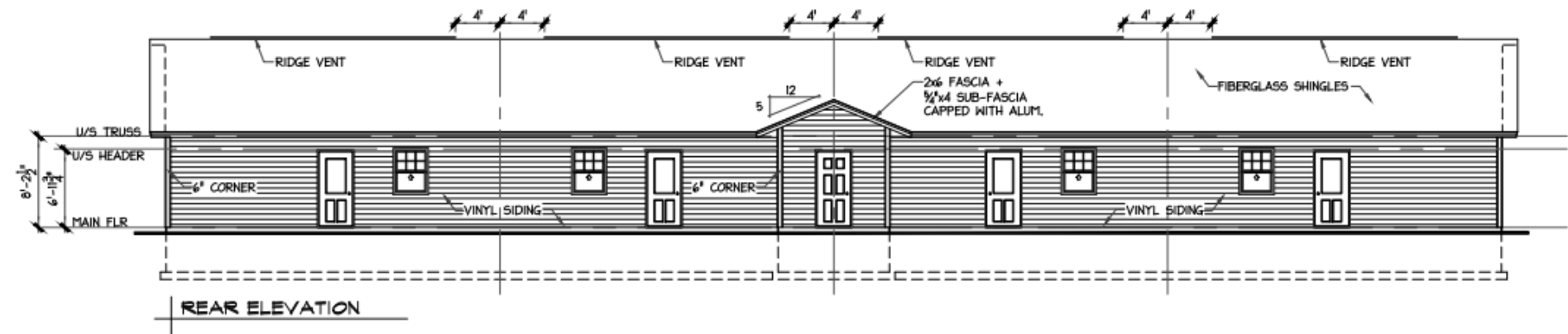
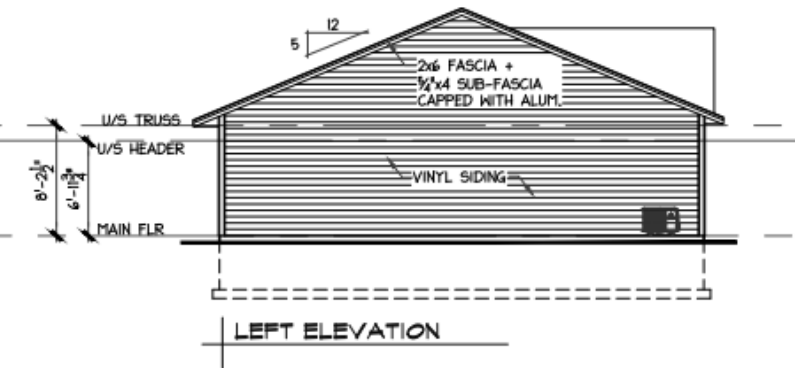
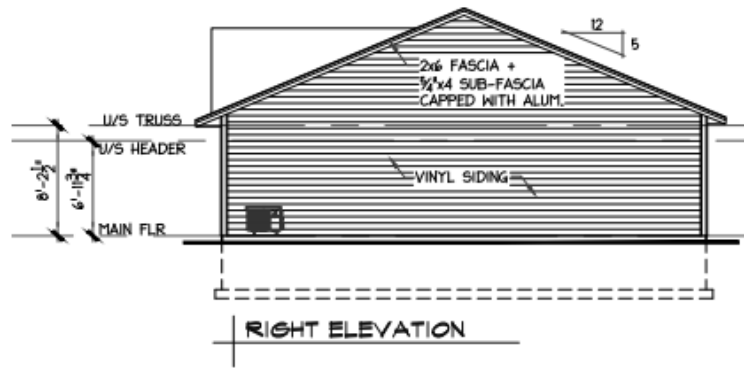
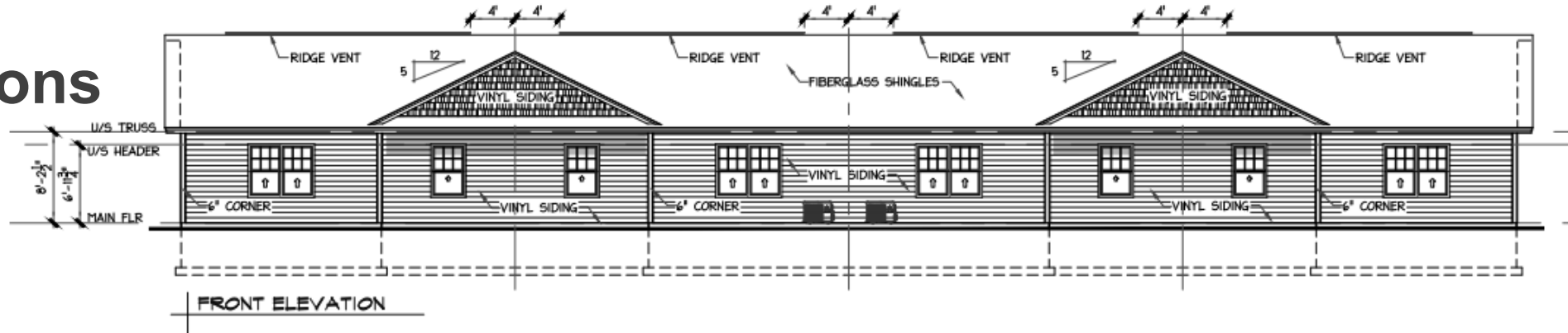
# Site Plan



PLAN SCALE: 1:250



# Elevations



# Relevant Planning Policies – Municipal Planning Strategy

## General Land Use and Development

- GP-10 Sustainable Development
- GP-16 & GP-17 Compatibility
- GP-18 Density
- GP-30 Stormwater Drainage

## Residential Policies

- RP-4 Development Agreement
- RP-6 Main Street Residential

## Mixed Use Policies

- MU-6 & MU-8 Main Street Mixed Use

## Municipal Servicing Policies

- MS-6 Financing Responsibilities

## Implementation Policies

- A-7 Amendment Criteria – General

