



Report to Council

Department: Development Services

Division: Planning

Date: July 21, 2025

Prepared by: Rita Jabbour, RPP, Manager, Planning Services

Report Number: Planning-2025-15

Subject: Subdivision Development Agreement for the Colchester Heights Residential Subdivision (Ward 3)

Number of Pages: 4 including attachments

Recommendation(s)

That Planning report Planning-2025-15 entitled Subdivision Development Agreement for the Colchester Heights Residential Subdivision (Ward 3) prepared by Rita Jabbour, RPP, Manager, Planning Services dated July 21, 2025 be received, and

That By-Law Number 2462, being a By-Law to enter into a Subdivision Development Agreement between Colchester Bay Inc. and the Corporation of the Town of Essex, be read a first, a second, and a third time and finally passed on July 21, 2025.

Purpose

To authorize a Subdivision Development Agreement for the Colchester Heights Residential Subdivision located in the secondary settlement area of the Lakeshore West Residential District (Ward 3) between Colchester Bay Inc. and the Corporation of the Town of Essex.

Background and Discussion

On February 10, 2025, the Manager of Planning Services for the County of Essex issued a Notice of Decision to approve an application for Draft Plan of Subdivision for the Colchester Heights Residential Subdivision, located in the Lakeshore West Secondary Settlement Area, on the south side of County Road 50 West, just West of Ambassador Beach Road (Ward 3). A location map has been provided under **Figure 1**.

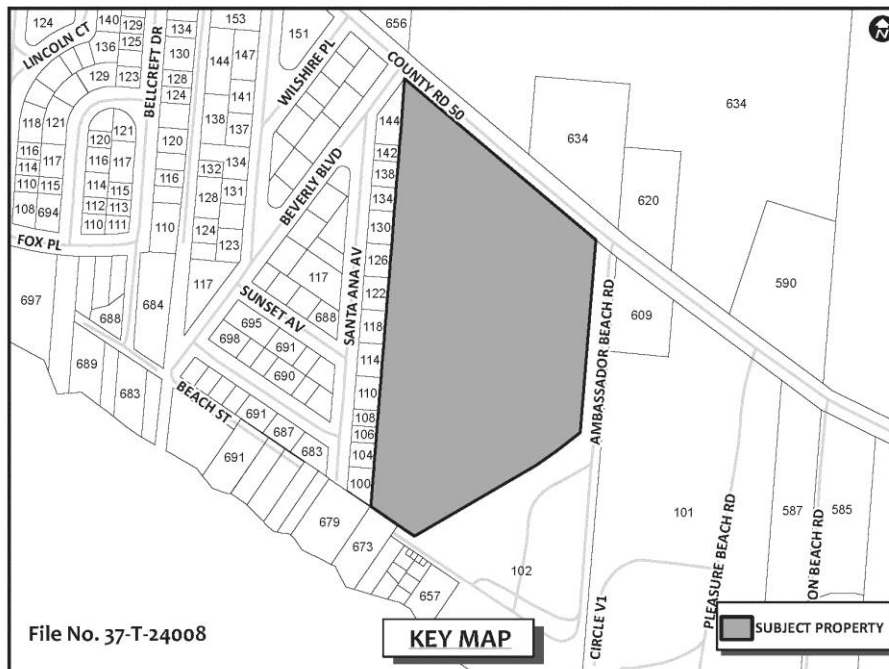


Figure 1. Location Map of Phase 2 Ducharme Residential Development

The approval applies to the draft plan of subdivision dated July 17, 2024, for the development of:

- Fifty-two (52) Single Unit Dwelling Lots;
- One (1) Block for Parkland; and,
- Three (3) easements for municipal drains.

A Copy of the draft plan and Notice of Decision is attached to this Report.

The Owner has three (3) years from the date of draft plan approval to satisfy all conditions imposed by the County of Essex. **A full list of conditions is attached to this report.**

As a condition of draft plan approval, the Owner is required to enter into a subdivision agreement wherein the Owner agrees to satisfy all requirements, financial and otherwise, of the Town concerning the payment of development charges, provisions of roads, installation, and capacity of services, including sanitary and sewage collection systems, water distribution systems, private utilities, and stormwater management facilities for the development of the lands within the draft plan. **A copy of the Subdivision Development Agreement is attached to this Report.**

Adoption of By-Law Number 2462 will execute the Subdivision Development Agreement between the Owner (Colchester Bay Inc.) and the Corporation. Following execution of the By-Law, the Agreement will be registered on title of the lands.

Financial Impact

All costs associated with the preparation of the subdivision development agreement is recouped through the application fee for Plan of Subdivision. Costs associated with the registration of the agreement will be borne by the Owner.

Consultations

Jospeh A. Malandruccolo, Director, Legal and Legislative Services/Clerk

Lori Chadwick, Director, Development Services

Kevin Girard, Director, Infrastructure Services

Jake Morassut, Director, Community Services

Ann Marie Unis, Manager, Finance

Essex Region Conservation Authority (ERCA)

Link to Strategic Priorities

- Embrace asset management best practices to build, maintain, and continuously improve our municipally owned infrastructure.
- Leverage our Town’s competitive advantages to promote jobs and economic investment.
- Take care of our natural environment and strengthen the sense of belonging to everyone who makes Essex “home”.
- Deliver friendly customer service in an efficient, effective, and transparent manner while providing an exceptional working environment for our employees.
- Build corporate-level and community-level climate resilience through community engagement and partnership and corporate objectives.

Report Approval Details

Document Title:	Subdivision Development Agreement for Colchester Heights .docx
Attachments:	<ul style="list-style-type: none">- Colchester Heights Signed Draft Plan- approved RLB.pdf- Draft Approval Letter 37-T-24008 Colchester Heights.pdf- Decision and Conditions 37-T-24008 Colchester Heights.pdf- By-law 2462.pdf- Subdivison Development Agreement - COLCHESTER HEIGHTS.pdf
Final Approval Date:	Jul 16, 2025

This report and all of its attachments were approved and signed as outlined below:



Lori Chadwick, Director, Development Services - Jul 15, 2025 - 8:58 PM



Kate Giurissevich, Chief Administrative Officer - Jul 16, 2025 - 6:58 AM