

DATE: April 13, 2026

REPORT NO: BLDG-01-2026

SUBJECT: **Information Report**
Site Alteration Application 8214 Caistor Centre Road
(Concession 9, Part Lot 30)
File No.3000-003-26

CONTACT: Gerrit Boerema, Director, Growth and Sustainability
Ben Agro, Chief Building Official

OVERVIEW:

- An application for a site alteration permit has been submitted by Pamela Wood (Property Owner) and Darryl Dudych (Business Operator of 2814 Caistor Centre Road, West Lincoln).
- Bylaw Services received a complaint regarding the importation of material to the property where no permits were issued.
- Subsequent orders were issued on the property.
- The owners of 2814 Caistor Centre Road are now requesting a site alteration permit for 3,000 cubic meters of wood mulch material (approx. 30 truck loads) to the property for wholesale to landscapers and garden centers.
- The material is being delivered by offsite suppliers.
- The use is part of a larger operation which requires a zoning amendment.
- The material being required with this application is on site temporarily and will be sold and removed throughout 3 months request.
- No permanent fill is requested on site.
- There is approximately 4000-5000 cubic meter of wood mulch already on site
- The site alteration permit requires a public meeting and Council approval.
- The applicants have requested an expedited approval of this application.

RECOMMENDATION:

1. That Information Report BLDG-01-2026 titled “Site Alteration Application 2814 Caistor Centre Road (Concession 9, Part Lot 30), West Lincoln, File No. 3000-003-26,” dated April 13th, 2026, be received for Information.

ALIGNMENT TO STRATEGIC PLAN:

Theme #2

- Champion strategic and responsible growth

BACKGROUND:

An application for a site alteration permit has been submitted by Pamela Wood (Property Owner) and Darryl Dudych (Business Operator) of 2814 Caistor Centre Road, West Lincoln.

The subject property is just over 14 acres in size and contains a dwelling and a number of accessory buildings. A portion of the land is being used for non-agricultural uses that requires Zoning By-law Amendment approval and Site Plan approval and the owners have indicated they are in the process of applying for these approvals.

On August 25th, 2025, the Township received a report a concern regarding the importation of material to the site. By-law Services attended the site and issued orders for building without a permit and zoning non-compliance. The owners stockpiled approximately 4,000-

5,000 cubic meters of wood mulch material on the property. The location of the material stockpiled can be found in Schedule A. Pictures taken of the material in August can be found in Schedule B to this report. This material was sourced from off-site suppliers and is being proceed and sold to landscapers and garden centres.

They have previously received an entrance permit for access to the rear of the property.

CURRENT SITUATION:

The Township's Site Alteration By-law 2016-41, as amended, requires a public meeting and requires Council approval for site alteration over 1,000 cubic metres of material. Wood mulch in this quantity falls under the bylaw's definition of fill, requiring a permit.

The site alteration bylaw requires that lands be appropriately zoned prior to the issuance of a site alteration permit. The zoning of the property is Agricultural 'A' in the Township's zoning bylaw, and the zoning does not permit the mulch use. The applicants have indicated that they are working towards a full submission in May, but at this time require the additional mulch to maintain operating the business.

Notices were circulated to neighbouring property owners on March 13th, 2026. The applicants are requesting expedited approvals as the wood mulch delivery is fundamental to the business on the property.

FINANCIAL IMPLICATIONS:

The applicant has paid the \$1,194.00 for the site alteration permit. If approved, additional fees and deposits would be required for the material already brought on site as well.

INTER-DEPARTMENTAL & AGENCY COMMENTS:

West Lincoln Planning, Building & Septic

No comments from building and septic currently. There are orders issued against the property. Planning has indicated that the property is zoned Agricultural 'A' and does not permit the ongoing non-agricultural uses on the property. An amendment to the Zoning By-law is required to confirm the principle agricultural uses and the proposed scaled non-agricultural use as an on-farm diversified use. Site plan approval will also be required, and the owner will be required to enter into a site plan agreement with the Township for the proposed on-farm diversified use operation.

Approval of this site alteration application would not be in accordance with the permitted uses of the zoning bylaw. A full planning review will be provided through the future recommendation report.

West Lincoln Engineering

No comments at this time but site plan approval is required, and the necessary site plan drawings will be submitted and reviewed for comments.

Niagara Peninsula Conservation Authority (NPCA)

The NPCA provided comments stating that there are no regulated features on the subject property and therefore they have no objection.

PUBLIC COMMENTS:

At the time of preparing this report there have been no public comments received.

CONCLUSION:

An application for site alteration has been submitted to permit wood mulch material fill of 3,000 cubic meters (30 semi-truck loads) to be sold to landscapers and garden centres within a 3 month period. The site currently contains 4,000-5,000 cubic meters (40-50 semi-truck loads) of wood mulch already.

A recommendation report will be presented at a future meeting, however, based on the

site alteration being requested, it does not appear to be compliant with zoning.

ATTACHMENTS:

Schedule A – Site Plan Drawing
Schedule B – Photos of Site Alteration

Prepared & Submitted by:

Ben Agro
Chief Building Official

Gerrit Boerema
Director, Growth and Sustainability

Approved by:

Truper McBride
CAO