

**DATE:** May 4, 2026

**REPORT NO:** BLDG-02-2026

**SUBJECT:** **Recommendation Report**  
**Site Alteration Application 2814 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).
- The owners of 2814 Caistor Centre Road are 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.
- There is approximately 4000-5000 cubic meter of wood mulch already on site
- The site alteration permit requires a public meeting, which was held on April 13, 2026, and requires Council approval.
- After reviewing the application, Administration cannot support the application at this time, as the current and proposed site alteration are not compliant with the Township’s zoning bylaw.
- Administration is recommending that the site alteration application be denied, and that if the owner is successful in obtaining zoning approvals, the site alteration application be re-submitted.

**RECOMMENDATION:**

1. That Recommendation Report BLDG-02-2026 titled “Site Alteration Application 2814 Caistor Centre Road (Concession 9, Part Lot 30), West Lincoln, File No. 3000-003-26,” dated May 4th, 2026, be received; and,
2. That Site Alteration Application 3000-003-26 for 2814 Caistor Centre Road be denied at this time.

**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 25<sup>th</sup>, 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. This material was sourced from off-site suppliers and is being processed 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. A public meeting was held April 13<sup>th</sup>, 2026, no public comments were submitted. There were two comments raised by members of committee regarding complaints against the property, of which there were several complaints filed, and if it is appropriate to approve the site alteration in advance of the zoning approvals. Administration is recommending that this application not be supported until zoning approvals are granted, if the applicants are pursuing them.

The Zoning on the subject property is Agricultural 'A' which only permits agricultural uses and single detached dwellings. The importing, storage, processing and wholesaling of mulch are not permitted in the Agricultural Zone of the Township's zoning bylaw. As such, this application cannot be supported at this time. The applicants have indicated that they are going to pursue a zoning amendment, however, those applications have not yet been submitted. If the applicants are successful in the zoning bylaw amendment to permit the mulching use, the site alteration application may be resubmitted for further consideration.

Administration conducted a drive by inspection of the property in April 2026 and noted that the mulching operation, as well as several other non-agricultural uses are continuing 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**

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.

**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:**

There have been no public comments received as part of this application.

**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.

Administration is recommending to deny this application at this time due to the use not complying with the current zoning requirements.

**ATTACHMENTS:**

Schedule A – Site Plan Drawing

**Prepared & Submitted by:**

**Ben Agro**  
Chief Building Official

**Gerrit Boerema**  
Director, Growth and Sustainability

**Approved by:**

**Truper McBride**  
CAO