



## COMMENT REQUEST FORM

FILE NO.: AN-057/2008

ROLL NO.: 3310-491-016-40500

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Building Department  | <input checked="" type="checkbox"/> GIS Section     |
| <input checked="" type="checkbox"/> Building Inspector (Sewage System Review)  | <input type="checkbox"/> Norfolk Power              |
| <input checked="" type="checkbox"/> Forestry Division  | <input type="checkbox"/> Ministry of Transportation |
| <input checked="" type="checkbox"/> Treasury Department  | <input type="checkbox"/> Railway                    |
| <input checked="" type="checkbox"/> Public Works ➤ NOTE: If an agreement is required please attach the clauses you require in the agreement. | <input type="checkbox"/> Conservation Authority     |
|  | <input checked="" type="checkbox"/> Oxford County   |

This Committee has received a consent/minor variance application concerning land within your jurisdiction. The proposal is explained on the attached application. If you require further information, please feel free to contact this office. In order to properly consider this application, the **Committee of Adjustment** requires your comments by:

# NOVEMBER 5<sup>th</sup>, 2008

**APPLICANT:**

The Roman Catholic Episcopal Corporation of the Diocese of London in Ontario, 1070 Waterloo Street  
London, ON N6A 3Y2

**LOCATION:**

Part Lot 23, Con 8 DELHI (94 LaSalette Road)

**PROPOSAL:**

TO RECOGNIZE EXISTING DEFICIENCIES REQUIRING RELIEF OF:

- 7.98 m. (26.18 ft.) from the required front yard setback of 13 m. (42.6 ft.) to recognize an existing front yard setback of 5.02 m. (16.46 ft.) (CHURCH PROPERTY BN-125/2008);
- 9.1 m. (29.8 ft.) from the required front yard setback of 13 m. (42.6 ft.) to recognize an existing front yard setback of 3.9 m. (12.8 ft.) (HALL PROPERTY BN-126/2008);
- 20.856 m. (68.4 ft.) from the required lot frontage of 30 m. (98.4 ft.) to recognize an existing lot frontage of 9.144 m. (30 ft.) (CEMETERY PROPERTY)

### PLEASE REPLY BY EMAIL DIRECTLY TO:

**MARY ELDER, MCIP, RPP**

Norfolk County, 60 Colborne Street, South, Simcoe, ON N3Y 4N5  
(519) 426-5870 ext 1341

**EMAIL:** [mary.elder@norfolkcounty.ca](mailto:mary.elder@norfolkcounty.ca)

**COMMITTEE OF ADJUSTMENT DECISION:**

If you wish to be notified of the Decision of Norfolk County, Committee of Adjustment in respect of the proposed consent, you must make a written request to:

Karen Judd, ACST (A), Secretary-Treasurer  
P.O. Box 128, 22 Albert Street, Langton ON N0E 1G0  
Phone: (519) 875-4485 ext 1835; Fax: (519) 875-4789  
[karen.judd@norfolkcounty.ca](mailto:karen.judd@norfolkcounty.ca)

**APPEALS TO THE ONTARIO MUNICIPAL BOARD:**

If a person or public body that files an appeal of a Decision of Norfolk County Committee of Adjustment in respect of the proposed consent or variance does not make written submission to the Norfolk County Committee of Adjustment, before it gives or refuses to give a provisional consent or variance, the Ontario Municipal Board may dismiss the appeal.

**CIRCULATION DATE: October 22<sup>nd</sup>, 2008**



# MINOR VARIANCE

## Office Use:

File Number: AN-57/08  
 Related File: BN-125/08 + BN-126/08  
 Fees Submitted: October 14/08  
 Application Submitted: October 14/08  
 Sign Issued: October 14/08  
 Complete Application: October 14/08

This development application must be typed or printed in ink and completed in full. An incomplete or improperly prepared application may not be accepted and could result in processing delays.

## Property assessment roll number: 3310-

491 016 40500 0000 Church / Rectory  
3310 491 016 40000 0000 School / Hall  
3310 491 020 16040 0000 Cemetery

The undersigned hereby applies to the Committee of Adjustment under Section 45 of the Planning Act, R.S.O. 1990, c. P. 13, for relief as described in this application from by-law no. 1-DE 80

## A. APPLICANT INFORMATION

### THE ROMAN CATHOLIC EPISCOPAL CORPORATION OF THE DIOCESE OF LONDON IN ONTARIO

Name of Applicant <sup>1</sup> THE ROMAN CATHOLIC EPISCOPAL CORPORATION Phone # 519-433-0658  
 Address 1070 Waterloo Street Fax # 519-433-0011  
 Town / Postal Code London ON N6A 3Y2 E-mail dsavel@rcec.london.on.ca

<sup>1</sup> If the applicant is a numbered company provide the name of a principal of the company.

Name of Agent \_\_\_\_\_ Phone # \_\_\_\_\_  
 Address \_\_\_\_\_ Fax # \_\_\_\_\_  
 Town / Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_  
 Name of Owner <sup>2</sup> Same as Applicant Phone # \_\_\_\_\_  
 Address \_\_\_\_\_ Fax # \_\_\_\_\_  
 Town / Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_

<sup>2</sup> It is the responsibility of the owner or applicant to notify the Planner of any changes in ownership within 30 days of such a change.

Please specify to whom all communications should be sent <sup>3</sup>: ☒ Applicant ☐ Agent ☐ Owner

<sup>3</sup> Unless otherwise directed, all correspondence, notices, etc., in respect of this development application will be forwarded to the Applicant noted above, except where an Agent is employed, then such will be forwarded to the Applicant and Agent.

Names and addresses of any holders of any mortgagees, charges or other encumbrances on the subject lands:

None

## MINOR VARIANCE

### B. LOCATION/LEGAL DESCRIPTION OF SUBJECT LANDS

Geographic Township	Delhi Township Norfolk County	Urban Area or Hamlet	Hamlet
Concession Number	Conc. #8	Lot Number(s)	
Registered Plan Number	37R 1245	Lot(s) or Block Number(s)	
Reference Plan Number		Part Number(s)	Part lot 23
Frontage (metres/feet)	123.456 m +/-	Depth (metres/feet)	267.823 m +/-
Width (metres/feet)	123.456 m +/-	Lot area (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)	6.6 acres +/-
Municipal Civic Address			

Are there any easements or restrictive covenants affecting the subject lands?

☐ Yes ☒ No

If yes, describe the easement or covenant and its effect:

### C. PURPOSE OF DEVELOPMENT APPLICATION

Please explain what you propose to do on the subject lands/premises which makes this development application necessary (if additional space is required, please attach a separate sheet):

To sever this property into three separate lots.

Please explain the nature and extent of the amendment requested (assistance is available):

The frontage requirement on the retained parcel needs to be adjusted. Also, the setback on both proposed severed parcels needs to be adjusted.

BN-125/08 - Church - Front Yard Setback - required 13m (42.6 ft) proposed 8.02m (16.46 ft) - deficient 7.98m (26.18 ft)

BN-126/08 - Hall - Front Yard Setback - required 13m (42.6 ft) proposed 3.9m (12.8 ft) deficient 9.1m (29.8 ft)

Norfolk COUNTY Retained (Cemetery) Lot Frontage required 30m (98.4 ft) proposed 9.144m (30 ft) deficient 20.856m (68.4 ft) to recognize existing front yard for church + Hall and reduced frontage for retained parcel.

## MINOR VARIANCE

Please explain why it is not possible to comply with the provision of the zoning by-law:

There is a need to keep the laneway to the cemetery for  
easy access. To comply with the setbacks on the severed  
parcels, part of both structures would need to be removed.

### D. PROPERTY INFORMATION

Present official plan designation(s):

Hamlet

Present zoning:

IR - Rural Institutional

Please describe **all existing** buildings or structures on the subject lands and whether they are to be retained, demolished or removed. If retaining the buildings or structures, please describe the type of buildings or structures, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, height, etc. on your attached sketch which must be included with your application:

See attached

All buildings are being retained

If known, the date existing buildings or structures were constructed on the subject lands:

If an addition to an existing building is being proposed, please explain what will it be used for (e.g. bedroom, kitchen, bathroom, etc.). If new fixtures are proposed, please describe. N/A

## MINOR VARIANCE

Please describe **all proposed** buildings or structures/additions on the subject lands. Describe the type of buildings or structures/additions, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, height, etc. on your attached sketch which must be included with your application:

Same as existing

If known, the date the proposed buildings or structures will be constructed on the subject lands:

Are any existing buildings on the subject lands designated under the *Ontario Heritage Act* as being architecturally and/or historically significant?

☐ Yes ☒ No

If yes, identify and provide details of the building:

The date the subject lands was acquired by the current owner:

1876, 1878, 1913 (3 deeds)

Present use of the subject lands:

Place of worship and hall and residence (rectory)

If known, the length of time the existing uses have continued on the subject lands:

100+ yrs

Existing use of abutting properties:

Residential and agricultural.

## E. PREVIOUS USE OF THE PROPERTY

Has there been an industrial or commercial use on the subject lands or adjacent lands?

☐ Yes ☒ No ☐ Unknown

If yes, specify the uses:

Has the grading of the subject lands been changed through excavation or the addition of earth or other material?

☐ Yes ☒ No ☐ Unknown

## MINOR VARIANCE

Has a gas station been located on the subject lands or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

Has there been petroleum or other fuel stored on the subject lands or adjacent lands at any time?

☐ Yes ☒ No ☐ Unknown

Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites?

☐ Yes ☒ No ☐ Unknown

Provide the information you used to determine the answers to the above questions:

Local long-time resident in the area

If you answered yes to any of the above questions, a previous use inventory showing all known former uses of the subject lands, or if appropriate, the adjacent lands, is needed.

Is the previous use inventory attached?

☐ Yes ☐ No

## F. STATUS OF OTHER PLANNING DEVELOPMENT APPLICATIONS

Has the subject land or land within 120 metres of it been or is now the subject of an application under the *Planning Act, R.S.O. 1990, c. P. 13* for:

- (a) a minor variance or a consent;
- (b) an amendment to an official plan, a zoning by-law or a Minister's zoning order; or
- (c) approval of a plan of subdivision or a site plan?

☒ Yes ☐ No ☐ Unknown

Applications for severance

If yes, indicate the following information about **each** application:

File number: in process

Land it affects: see attached sketch

Purpose: to sever two parcels

Status/decision: BN-125/08 + BN-126/08 - pending.

## MINOR VARIANCE

Effect on the requested amendment:

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If additional space is required, please attach a separate sheet.

Is the above information for other planning developments applications attached?

☒ Yes ☐ No

## G. PROVINCIAL POLICY

Is the requested amendment consistent with the provincial policy statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*?

☒ Yes ☐ No

If no, please explain:

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

☐ Yes ☒ No

If yes, does the requested amendment conform to or does not conflict with the provincial plan or plans:

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Are any of the following uses or features on the subject lands or within 500 metres (1,640 feet) of the subject lands, unless otherwise specified? Please check the appropriate boxes, if any apply.

Use or Feature	On the Subject Lands	Within 500 Metres (1,640 feet) of Subject Lands (Indicate Distance)
Livestock facility or stockyard (If yes, complete Form 3 – available upon request)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Wooded area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Municipal landfill	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Sewage treatment plant or waste stabilization plant	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Provincially significant wetland (class 1, 2 or 3) or other environmental feature	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Floodplain	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Rehabilitated mine site	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Non-operating mine site within one kilometre	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Active mine site within one kilometre	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Industrial or commercial use (specify the use(s))	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Active railway line	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Seasonal wetness of lands	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Erosion	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Abandoned gas wells	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance

## MINOR VARIANCE

### H. SERVICING AND ACCESS

Indicate what services are available or proposed:

#### Water Supply

- ☐ Municipal piped water
- ☐ Communal wells
- ☒ Individual wells
- ☐ Other (describe below)

#### Sewage Treatment

- ☐ Municipal sewers
- ☐ Communal system
- ☒ Septic tank and tile bed
- ☐ Other (describe below)

#### Storm Drainage

- ☐ Storm sewers
- ☒ Open ditches
- ☐ Other (describe below)

If other, describe:

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Have you consulted with Public Works & Environmental Services concerning stormwater management?

- ☐ Yes      ☒ No

Has the existing drainage on the subject lands been altered?

- ☐ Yes      ☒ No

Does a legal and adequate outlet for storm drainage exist?

- ☒ Yes      ☐ No      ☐ Unknown

Existing or proposed access to subject lands:

- ☐ Unopened road      Provincial highway  
☒ Municipal road      ☐ Other (describe below)

If other, describe:

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Name of road/street:

County Road 52

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## MINOR VARIANCE

### I. OTHER INFORMATION

Is there a time limit that affects the processing of this development application?

☒ Yes ☐ No

If yes, describe:

Transfer of the sewered parcels to be completed prior to the end of 2008

Is there any other information that you think may be useful in the review of this development application? If so, explain below or attach on a separate page.

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# Zoning Deficiency

Norfolk CityView Web

PART 1 - CHURCH

Roll Number 33-10-491-016-405-00-0000

IMPORTANT: THIS FORM IS NOT COMPLETE UNLESS IT IS ACCOMPANIED BY AN ATTACHED "LOT DIAGRAM PLAN" INDICATING ALL APPLICABLE SITE CONDITIONS.

## Property Information

Issue Date: 01/16/2007

Owner	ROMAN CATHOLIC EPISCOPAL	Property Lot		Former Municipality	Delhi
Civic Address	88 LA SALETTE RD	Block		Plan	
Legal Description	WDM CON 8 PT LOT 23	Part		Reference Plan	
Zoning	IR	Concession		Extension to a Non-conforming use?	
By-law		Current Use of Property		Township	
		Proposed Use of Property			

## Zoning Deficiency

### DEVELOPMENT STANDARDS

### Required (Meters/Feet)

### Proposed

### Deficiency

a) Lot Area					
b) Lot Frontage					
c) Front Yard Setback	13		5.02		7.98
d) Exterior Side Yard					
e) Interior Side Yard (Rt)					
f) Interior Side Yard (Lt)					
g) Rear Yard					
h) Dwelling Unit Area					
i) % Lot Coverage					
j) Height of Building					
k) Accessory Building					
Accessory Building Comments					
l) Parking					
m) Other					
Other Clause:			Other Description:		

The "PROPOSED" information and any supporting documents have been provided by the owner/applicant. The above information is only in respect to "Zoning" (Minor Variance, Zone Change, etc.) and does not relieve the applicant/owner from obtaining all other permits and/or approvals, such as Health Approval, entrance Permits, Building Permit, etc.

I, the Owner/Applicant take full responsibility for the accuracy of the "PROPOSED" information provided on this form.

Signatures:

Owner/Applicant

Building Inspector

Instructions:

1. Owner/Applicant to complete unshaded areas.
2. Building Inspector to complete shaded areas.
3. The Owner/Applicant to submit completed form to the Area regional Planner or the secretary to Committee of Adjustment. Your contact in this regard is:

Name

Address



# Zoning Deficiency

Norfolk CityView Web

PART 2 - SCHOOL

Roll Number 33-10-491-016-405-00-0000

IMPORTANT: THIS FORM IS NOT COMPLETE UNLESS IT IS ACCOMPANIED BY AN ATTACHED "LOT DIAGRAM PLAN" INDICATING ALL APPLICABLE SITE CONDITIONS.

## Property Information

Issue Date: 01/16/2007

Owner	ROMAN CATHOLIC EPISCOPAL	Property Lot		Former Municipality	Delhi
		Block		Plan	
Civic Address	88 LA SALETTE RD	Part		Reference Plan	
Legal Description	WDM CON 8 PT LOT 23	Concession		Extension to a Non-conforming use?	
Zoning	IR	Current Use of Property		Township	
By-law		Proposed Use of Property			

## Zoning Deficiency

### DEVELOPMENT STANDARDS

### Required (Meters/Feet)

### Proposed

### Deficiency

a) Lot Area						
b) Lot Frontage						
c) Front Yard Setback	13		3.90		9.1	
d) Exterior Side Yard						
e) Interior Side Yard (Rt)						
f) Interior Side Yard (Lt)						
g) Rear Yard						
h) Dwelling Unit Area						
i) % Lot Coverage						
j) Height of Building						
k) Accessory Building						
Accessory Building Comments						
l) Parking						
m) Other						
Other Clause:			Other Description:			

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Signatures:

Owner/Applicant

Building Inspector

Instructions:

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2. Building Inspector to complete shaded areas.

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Name

Address



# Zoning Deficiency

Norfolk CityView Web

PART 3 - CEMETERY

Roll Number 33-10-491-016-405-00-0000

IMPORTANT: THIS FORM IS NOT COMPLETE UNLESS IT IS ACCOMPANIED BY AN ATTACHED "LOT DIAGRAM PLAN" INDICATING ALL APPLICABLE SITE CONDITIONS.

## Property Information

Issue Date: 01/16/2007

Owner	ROMAN CATHOLIC EPISCOPAL	Property Lot		Former Municipality	Delhi
Civic Address	88 LA SALETTE RD	Block		Plan	
Legal Description	WDM CON 8 PT LOT 23	Part		Reference Plan	
Zoning	IR	Concession		Extension to a Non-conforming use?	
By-law		Current Use of Property		Township	
		Proposed Use of Property			

## Zoning Deficiency

### DEVELOPMENT STANDARDS

### Required (Meters/Feet)

### Proposed

### Deficiency

a) Lot Area					
b) Lot Frontage	30		9.144		20.856
c) Front Yard Setback					
d) Exterior Side Yard					
e) Interior Side Yard (Rt)					
f) Interior Side Yard (Lt)					
g) Rear Yard					
h) Dwelling Unit Area					
i) % Lot Coverage					
j) Height of Building					
k) Accessory Building					
Accessory Building Comments					
l) Parking					
m) Other					
Other Clause:			Other Description:		

The "PROPOSED" information and any supporting documents have been provided by the owner/applicant. The above information is only in respect to "Zoning" (Minor Variance, Zone Change, etc.) and does not relieve the applicant/owner from obtaining all other permits and/or approvals, such as Health Approval, entrance Permits, Building Permit, etc.

I, the Owner/Applicant take full responsibility for the accuracy of the "PROPOSED" information provided on this form.

Signatures:

Owner/Applicant

Building Inspector

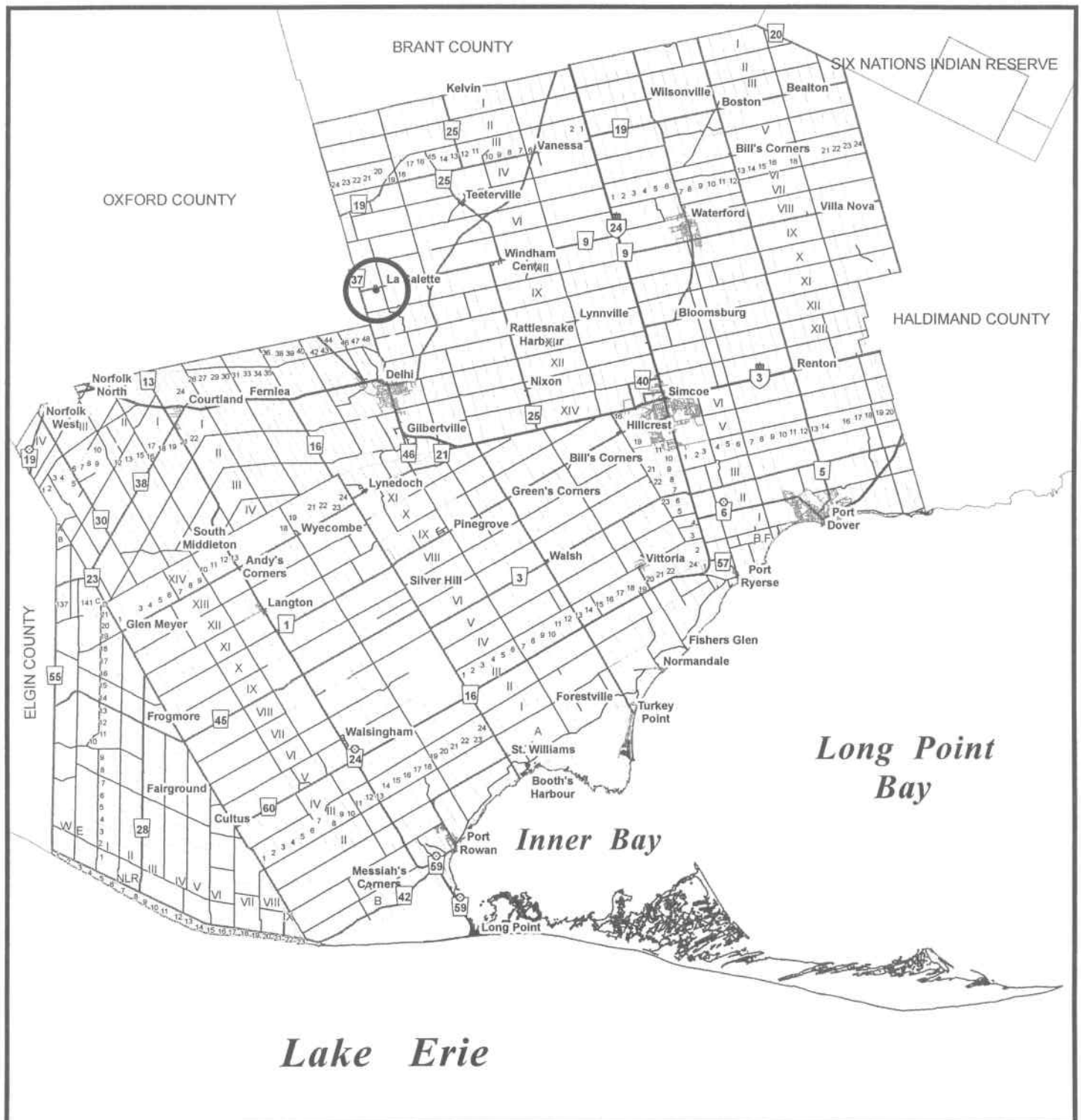
### Instructions:

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2. Building Inspector to complete shaded areas.
3. The Owner/Applicant to submit completed form to the Area regional Planner or the secretary to Committee of Adjustment. Your contact in this regard is:

Name

Address

## Geographic Township of WINDHAM



# MAP 2

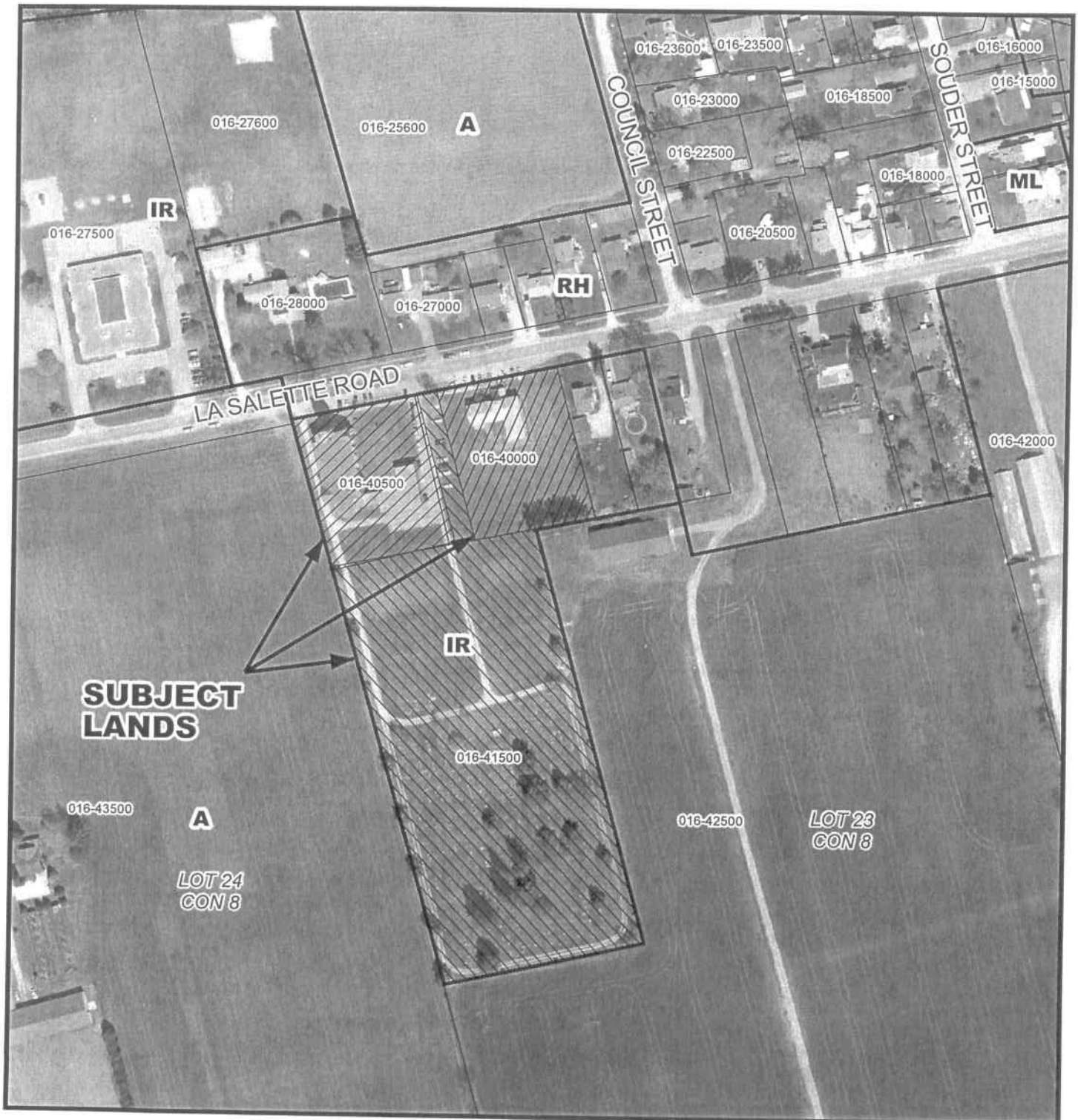
File Number: AN-057/2008 & BN-125/2008 & BN-126/2008

Geographic Township of WINDHAM



10 5 0 10 20 30 40 Meters

1:2,500



# MAP 3

File Number: AN-057/2008 & BN-125/2008 & BN-126/2008

Geographic Township of WINDHAM



0 4 8 16 24 32 Meters

1:2,000

