



THE CORPORATION OF NORFOLK COUNTY  
COMMITTEE OF ADJUSTMENT

## COMMENT REQUEST FORM

**FILE NO: ANPL2013154**

☒ Building Department  
☒ Health Unit  
☒ Forestry Division  
☒ GIS Section  
☒ Fire/EMS  
☒ Public Works NOTE: If an agreement is req'd please attach the clauses you require in the agreement.

☐ Railway  
☒ Norfolk Power  
☐ Hydro One  
☐ Ministry of Transportation  
☒ Union Gas  
☒ Norfolk Heritage Committee  
☒ Conservation Authority

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:**

# September 30, 2013

**APPLICANT:** FLETCHER WALTER ROBERT & KELLY LEE, 128 PROSPECT ST SS 3 PORT DOVER, ON N0A 1N1

**LOCATION:** WDH PLAN 186 PT LOT A RP, 37R3770 PART 3 (128 Prospect Street, Port Dover)

**ASSESSMENT ROLL NO.:** 3310337040072070000

**PROPOSAL:** RECOGNIZE EXISTING DEFICIENCY REQUIRING RELIEF OF:  
0.19 m from the required interior side yard setback of 1.2 m to permit a setback of 1.0 m

### PLEASE REPLY BY EMAIL DIRECTLY TO:

**PAM DUESLING, MCIP, RPP, EC.D**

60 Colborne Street S., Simcoe ON N3Y 4H3

(519) 426-5870 ext: 1342

**EMAIL:** [pam.duesling@norfolkcounty.ca](mailto:pam.duesling@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 application, you must make a written request to:

Meghan Steinhoff, Secretary-Treasurer  
P.O. Box 128, 22 Albert Street, Langton ON N0E 1G0  
Phone: (519) 875-4485 ext 1835; Fax: (519) 875-4789  
[meghan.steinhoff@norfolkcounty.ca](mailto:meghan.steinhoff@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:** September 16, 2013



\* Call applicant to inform date of site inspection

MINOR VARIANCE

File Number

ANPL2013154

Application Fee

Aug. 30/2013

Related File Number

N/A

Conservation Authority Fee

N/A

Pre-consultation Meeting On

Aug. 29/2013

OSSD Form Provided

Application Submitted On

Aug. 20/2013

Sign Issued

Aug. 30/2013

Complete Application On

" " "

KR..

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: 3310-337-040-07207

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. \_\_\_\_\_

- Oct. 24 C of A meeting

A. APPLICANT INFORMATION

Name of Applicant<sup>1</sup>

Walter & Kelly Fletcher

Phone #

519 583-9001

Address

128 Prospect Street

Fax #

Town / Postal Code

Port Dover NOA 1N1

E-mail

thefletchers@bell.net

<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>

Walter & Kelly Fletcher

Phone #

Address

Same as above

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:

RBC Royal Bank, 308 Main St., Port Dover

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

Geographic Township	<u>Woodhouse</u>	Urban Area or Hamlet	<u>Port Dover</u>
Concession Number		Lot Number(s)	
Registered Plan Number	<u>Plan 37R 3770</u>	Lot(s) or Block Number(s)	<u>Pt. of Lot A</u>
Reference Plan Number	<u>Plan 186</u>	Part Number(s)	<u>Part 3</u>
Frontage (metres/feet)	<u>95.82'</u>	Depth (metres/feet)	<u>323.09'</u>
Width (metres/feet)	<u>69.32</u>	Lot area (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)	<u>0.504 Acres</u>
Municipal Civic Address	<u>128 Prospect Street, Port Dover NOA IN 1</u>		

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):

We are selling and would therefore like this minor issue cleaned up before new owners take over.

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

We are requesting relief of 1.9m (7<sup>3</sup>/<sub>4</sub>" ) from our exterior side yard due to a mistake that was made during construction of our home. We believe the impact of the variance to be minor in nature.

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

Due to a mistake that was made during construction of our home a minor variance of 1.0m (3'3<sup>3</sup>/<sub>4</sub>" ) is requested, where 1.2m (3'11<sup>1</sup>/<sub>4</sub>" ) is required.

**D. PROPERTY INFORMATION**

Present official plan designation(s): Urban Residential

Present zoning: R1-A.7

Is there a site specific zone on the subject lands?

A.7 - exemption to connect to services (water/wastewater)

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 sketch

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

2004

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

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:

N/A

MINOR VARIANCE

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

N/A

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:

05/17/2004

Present use of the subject lands:

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

8 years

Existing use of abutting properties:

residential + 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

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

## MINOR VARIANCE

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

Owners knowledge

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:

1. a minor variance or a consent;
2. an amendment to an official plan, a zoning by-law or a Minister's zoning order; or
3. approval of a plan of subdivision or a site plan?

☐ Yes ☒ No ☐ Unknown

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

File number:

Land it affects:

Purpose:

Status/decision:

Effect on the requested amendment:

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

## MINOR VARIANCE

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <u>100m</u> distance
Floodplain	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	<input 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

## 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



**MINOR VARIANCE**

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:

Name of road/street:

Prospect Street

**I. OTHER INFORMATION**

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

☐ Yes ☒ No

If yes, describe:

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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## J. SUPPORTING MATERIAL TO BE SUBMITTED BY APPLICANT

In order for your development application to be considered complete, a **sketch**, in metric units, drawn to scale, must be included as part of the development application, which shows:

- ✓1. The boundaries and dimensions of the subject lands
- ✓2. The topographical features
- ✓6. The approximate location of all natural and artificial features including but not limited to, buildings, railways, roads, watercourses, municipal drains, drainage ditches, banks of rivers or streams, pipelines, gas wells, wetlands, wooded areas that are located on the subject land and on land that is adjacent to it and may affect the application
- ✓4. The location of any existing and proposed wells, septic systems and tile beds that is located on the subject land and on land that is adjacent to it and may affect the application
- ✓5. The location, name, status and width of any road, lanes, highways, railways, driveways or encroachments, both existing and proposed, within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way
- ✓6. The location and nature of any restrictive covenant or easements affecting the subject land
7. The location, size and type of all **existing** and **proposed** buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines, also including building dimensions, height and groupings for each building on the site
- ✓8. Location and dimensions of off-street parking, parking structures and aisles, the number of parking spaces to be provided and location of accesses
- ✓9. Any proposed subdivision of the subject lands
- ✓10. Current uses of land that is adjacent to the subject land
- ✓11. The legal description of the subject lands in question (lot, concession, registered plan no., geographic township)

The Committee of Adjustment may require that an Ontario land surveyor sign the plan.

A **Zoning Deficiency Form** completed by the Building Inspector must accompany this application. A Zoning Deficiency Form can be obtained from Norfolk County Building Inspector at 22 Albert Street, Langton, ON or 8 Schellburg Avenue, Simcoe.

**Five (5) copies of any applicable information/reports** indicated in the development application form.

If other documentation/supporting material become necessary, you will be contacted. This information must be submitted prior to your development application proceeding.



## ZONING DEFICIENCY

Simcoe: 8 Schellburg Ave.  
Simcoe, ON  
N3Y 2J4  
519-426-4377  
Langton: 22 Albert St.  
Langton, ON  
N0E 1G0  
519-875-4485

### PROPERTY INFORMATION

STREET # 128 Prospect St ZONING R1-A.7  
PORT DOVER.

### ZONING DEFICIENCY

DEVELOPMENT STANDARD	REQUIRED (m/ft)		PROPOSED (m/ft)		DEFICIENCY (m/ft)	
LOT AREA						
LOT FRONTAGE						
FRONT YARD SETBACK						
EXTERIOR SIDE YARD						
INTERIOR SIDE YARD (RIGHT)	<u>1.2</u>	<u>3' 11 1/4"</u>	<u>1.0</u>	<u>3' 3 3/4"</u>	<u>.19</u>	<u>7 3/4"</u>
INTERIOR SIDE YARD (LEFT)						
REAR YARD SETBACK						
DWELLING UNIT AREA						
% LOT COVERAGE						
BUILDING HEIGHT						
ACCESSORY BUILDING						
ACCESSORY BUILDING COMMENTS						
PARKING SPACES						

### ADDITIONAL COMMENTS:

RELIEF OF 7.75" OR 0.19m ON INTERIOR SIDE YARD  
NANTICOKE WEST BYLAW

The proposed information and any supporting documents have been provided by the owner/applicant. The above information is only in respect to the associated planning application and does not relieve the owner/applicant from obtaining all other permits/approvals required. The owner/applicant hereby accepts full responsibility for the accuracy of the proposed information provided on this form.

I have read and understand the above.

Kelly Johnston  
Signature of owner or authorized agent

2013/05/30  
Date

PREPARED BY: Devon Tisdale

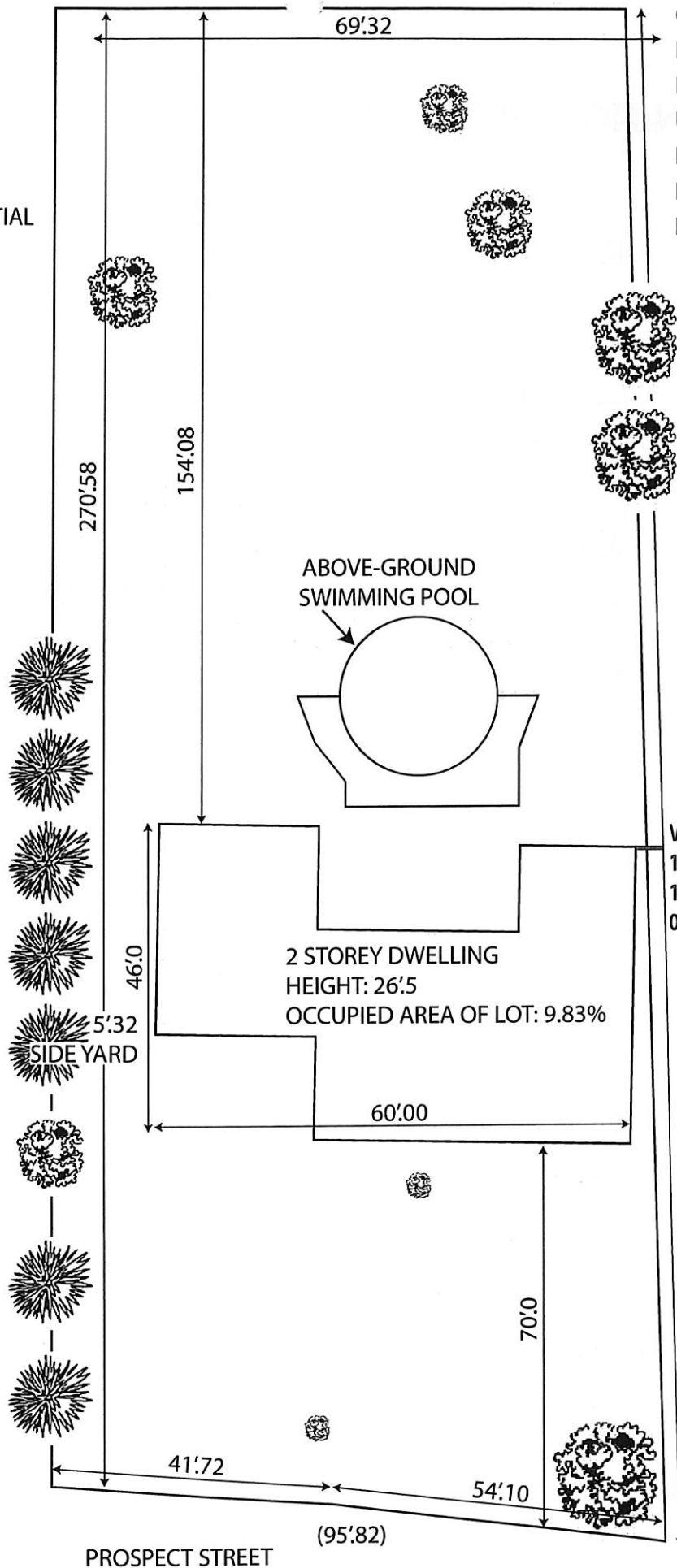
AS PER:

Fritz R. Enzlin CBCO, CRBO  
Chief Building Official  
Manager, Building & Bylaw Division  
Norfolk County

D. Tisdale  
Signature of building inspector

2013/08/30  
Date

RESIDENTIAL



GEOGRAPHIC TOWNSHIP: WOODHOUSE  
REGISTERED PLAN NO: PLAN 37R 3770  
REFERENCE PLAN NO: 186  
URBAN AREA: PORT DOVER  
LOT: PART OF LOT A  
PART NO: PART 3  
LOT AREA: 0.504 ACRES

AGRICULTURAL

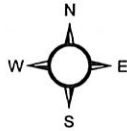
**VARIANCE IN THIS CASE:**  
**1.0 M (3' 3 3/4") SIDEYARD WHERE**  
**1.2 M (3' 11 1/4") ARE REQUIRED**  
**0.19 M (7 3/4") RELIEF REQUESTED**

PROSPECT STREET

**MAP 1**  
**File Number: ANPL2013154**

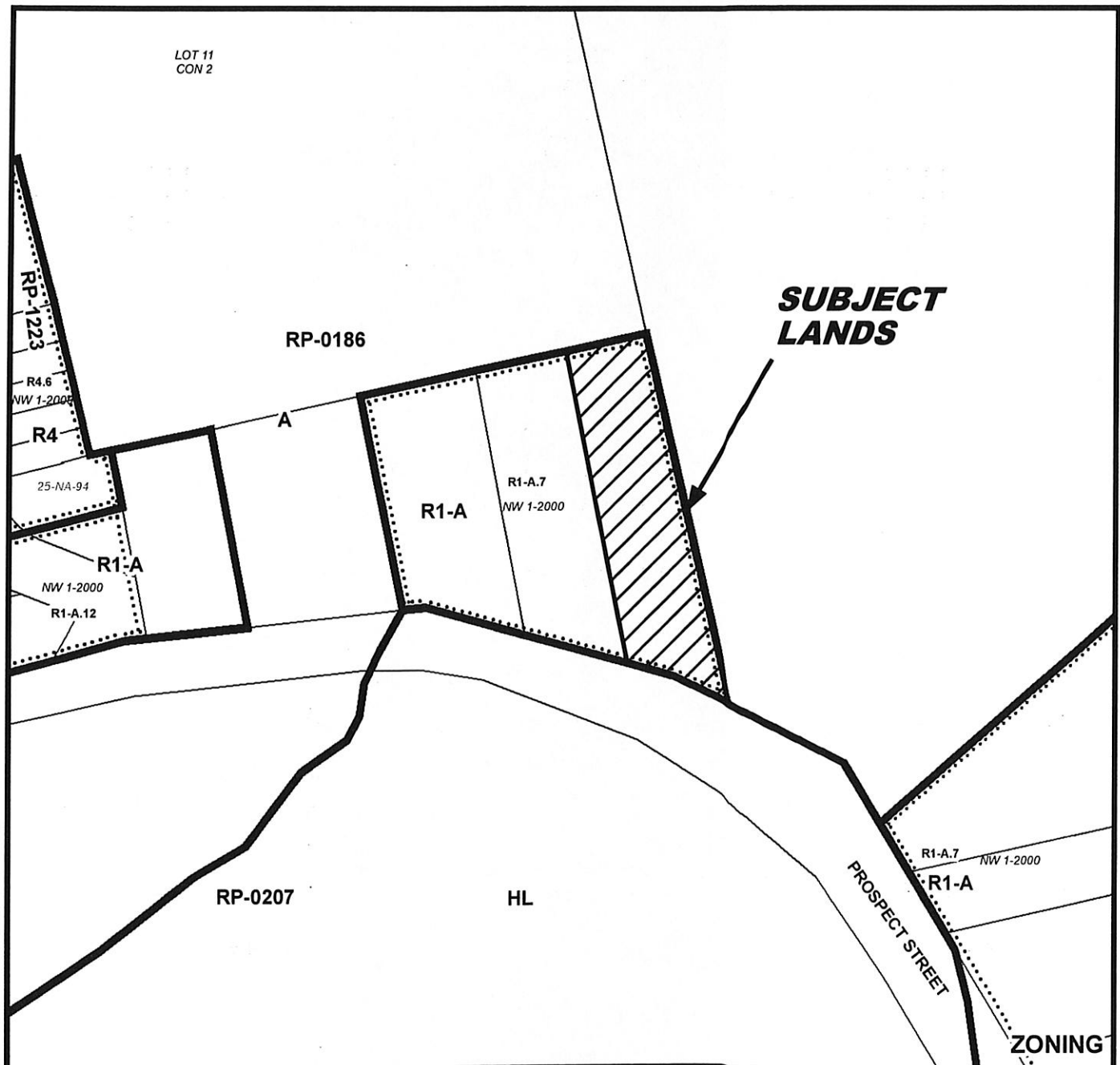
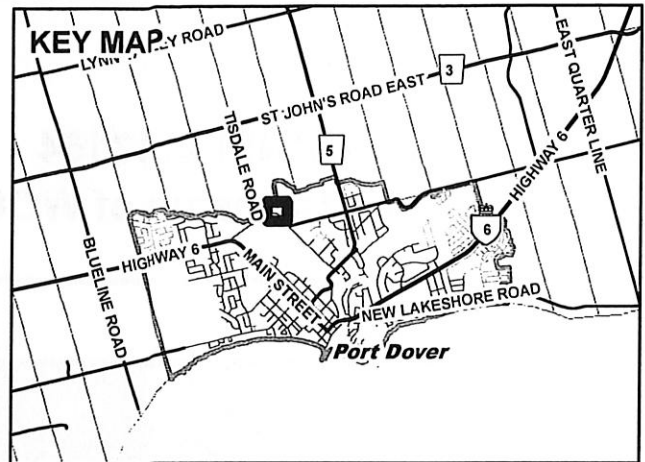
Geographic Township of

**WOODHOUSE**



1:1,500

10 5 0 10 20 30 40  
Meters



## MAP 2

File Number: ANPL2013154

Geographic Township of WOODHOUSE



4 2 0 4 8 12 16 Meters

1:1,000





# MAP 3

File Number: ANPL2013154

Geographic Township of WOODHOUSE



2 1 0 2 4 6 8 Meters

1:500

**SUBJECT  
LANDS**

