

For Office Use Only:

File Number	<u>BNPL2017112</u>	SPRT Meeting	<u>—</u>
Related File Number	<u>ANPL2017114</u>	Application Fee	<u>✓</u>
Pre-consultation Meeting	<u>—</u>	Conservation Authority Fee	<u>✓</u>
Application Submitted	<u>June 8/17</u>	OSSD Form Provided	<u>—</u>
Complete Application	<u>" "</u>	Planner	<u>Kayla Reil</u>
Public Notice Sign	<u>—</u>	PAC Meeting	<u>—</u>

This 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.

A. Applicant Information

Name of Owner Lindsay and Betty Day

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.

Address: 944 Windham Road 11, RR 1

Town: Windham Centre Province: ON Postal Code: N0E 2A0

Telephone: 519-429-2966 Cell: —

Email: —

Name of Applicant Same as Owner

Note: If the applicant is a numbered company provide the name of a principal of the company.

Address: —

Town: — Province: — Postal Code: —

Telephone: — Cell: —

Email: —

Name of Agent Civic Planning Solutions Inc. (David Roe)

Address: 599 Larch St.

Town: Delhi Province: ON Postal Code: N4B 3A7

Telephone: 519-582-1174 Cell: _____

Email: _____

Name of Engineer none

Address: _____

Town: _____ Province: _____ Postal Code: _____

Telephone: _____ Cell: _____

Email: _____

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence, notices, etc., in respect of this application will be forwarded to the applicant noted above.

☐ Applicant

☒ Agent

☐ Owner

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

Name: _____

Address: _____

Town: _____ Province: _____ Postal Code: _____

Name: _____

Address: _____

Town: _____ Province: _____ Postal Code: _____

Name: _____

Address: _____

Town: _____ Province: _____ Postal Code: _____

B. Location, Legal Description and Property Information

1. Property Assessment Roll Number: 3310 - 491-022-43300-0000

Legal Description (include Geographic Township, Concession Number, Lot Number, Block Number and Urban Area or Hamlet):

WDM CON 11 PT LOT 12 RP 37R7788 PART 1

Municipal Civic Address (911 Number): 944 Windham RD 11

Present Official Plan Designation(s): Hamlet & Agricultural

Present Zoning: RH, A, HL Hazard Lands

2. Is there a special provision or site specific zone on the subject lands? no

3. The date the subject lands was acquired by the current owner: _____

4. Present use of the subject lands:

Residential and agricultural

5. 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:

House and garage (see sketch)
& 2 sheds

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

7. 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.

8. 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:

Not known at this time

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

Not known at this time

10. 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:

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

12. Existing use of abutting properties:

Residential and agricultural

no livestock barns in area

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

☐ Yes ☒ No

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

14. Does the requested amendment alter all or any part of the boundary of an area of settlement in the municipality or implement a new area of settlement in the municipality? ☐ Yes ☒ No If yes, describe its effect:

15. Does the requested amendment remove the subject land from an area of employment? ☐ Yes ☒ No If yes, describe its effect:

C. Purpose of Development Application

Note: Please complete all that apply.

1. Please explain what you propose to do on the subject lands/premises which makes this development application necessary:

Propose to sever existing dwelling and garage from the lands, retained lands to be used for residential and agricultural purposes.
Require a severance and ZBA for proposed severed lot to permit 3520m² lot area.

2. Description of land intended to be severed in metric units:

Frontage:	48.28m
Depth:	76.4m
Width:	48.28m _{max}
Lot Area:	3520m ²
Present Use:	residential
Proposed Use:	residential

3. Name of person(s), if known, to whom lands or interest in lands to be transferred, leased or charged (if known):

unknown

4. List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation: n / a

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Note: If additional space is needed please attach a separate sheet.

5. Please explain why it is not possible to comply with the provision(s) of the Zoning By-law/and or Official Plan:

Request reduced lot area based on hydrogeological assessment

6. Does the requested amendment delete a policy of the Official Plan? ☐ Yes ☒ No

If yes identify the policy to be deleted:

7. Does the requested amendment change or replace a policy in the Official Plan?

☐ Yes ☒ No

If yes, identify the policy to be changed or replaced, also include the proposed text of the policy amendment (if additional space is required, please attach a separate sheet):

8. Site Information

Existing
Severed

Proposed
Retained

Please indicate unit of measurement i.e. m, m² or % etc.

Lot frontage	48.28m	30.50m
Lot depth	76.4m	198m
Lot width	48.28m max	231m max
Lot area	3520m ²	19030m ²
Lot coverage	4.7%	0%
Front yard	14.4m	
Rear yard	51.2m	
Left Interior side yard	25.4m	
Right Interior side yard	10.5m	
Exterior side yard (corner lot)		
Landscaped open space		
Entrance access width		
Exit access width		
Size of fencing or screening		
Type of fencing		

9. Building Size	Existing	Proposed		
	House	Garage	Sheds	
Number of storeys	1 1/2	1	1	1
Building height	6.5m	4m	3.2m	2.5m
Total ground floor area	92.5m ²	53.3m ²	8.3m ³	12.2m ²
Total gross floor area				
Total useable floor area				

10. Off Street Parking and Loading Facilities

Number of off street parking spaces 2

Number of visitor parking spaces

Number of accessible parking spaces

Number of off street loading facilities

11. Multiple Family Residential n/a

Number of buildings existing:

Number of buildings proposed:

Is this a conversion or addition to an existing building? ☐ Yes ☐ No

If yes, describe:

Type	Number of Units	Floor Area per Unit in m ²
Bachelor	<u></u>	<u></u>
One bedroom	<u></u>	<u></u>
Two bedroom	<u></u>	<u></u>
Three bedroom	<u></u>	<u></u>
Group townhouse	<u></u>	<u></u>
Stacked townhouse	<u></u>	<u></u>
Street townhouse	<u></u>	<u></u>

Other facilities provided (e.g. play facilities, underground parking, games room, swimming pool etc.):

12. Commercial/Industrial Uses

n/a

Number of buildings existing: _____

Number of buildings proposed: _____

Is this a conversion or addition to an existing building? ☐ Yes ☐ No

If yes, describe:

Indicate the gross floor area by the type of use (e.g. office, retail, storage, etc.):

Seating Capacity (for assembly halls, etc.): _____

Total number of fixed seats: _____

Describe the type of business(es) proposed: _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Is open storage required: ☐ Yes ☐ No

Is a residential use proposed as part of, or accessory to commercial/industrial use?

☐ Yes ☐ No

If yes please describe:

13. Institutional

n/a

Describe the type of use proposed: _____

Seating capacity (if applicable): _____

Number of beds (if applicable): _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Indicate the gross floor area by the type of use (e.g. office, retail, storage, etc.):

--

14. Describe Recreational or Other Use(s)

--

D. Previous Use of the Property

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? ☐ Yes ☒ No ☐ Unknown

If yes, specify the uses (example: gas station, petroleum storage, etc.):

--

2. Has the grading of the subject lands been changed through excavation or the addition of earth or other material? ☐ Yes ☐ No ☒ Unknown
3. Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites? ☐ Yes ☒ No ☐ Unknown
4. Provide the information you used to determine the answers to the above questions:

knowledge of owner

5. If you answered yes to any of the above questions in Section D, 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

E. Provincial Policy

1. 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:

2. Have the subject lands been screened to ensure that development or site alteration will not have any impact on the habitat for endangered or threatened species further to the provincial policy statement subsection 2.1.7?
- ☐ Yes ☒ No

If no, please explain:

all open lands

3. Have the subject lands been screened to ensure that development or site alteration will not have any impact on source water protection?

☐ Yes ☒ No

Note: If in an area of source water WHPA A, B or C please attach relevant information and approved mitigation measures from the Risk Manager Official.

4. Are any of the following uses or features on the subject lands or within 500 metres of the subject lands, unless otherwise specified? Please check boxes, if applicable.

Livestock facility or stockyard (submit MDS Calculation with application)

☐ On the subject lands or ☐ within 500 meters – distance _____

Wooded area

☐ On the subject lands or ☒ within 500 meters – distance adjacent

Municipal Landfill

☐ On the subject lands or ☐ within 500 meters – distance _____

Sewage treatment plant or waste stabilization plant

☐ On the subject lands or ☐ within 500 meters – distance _____

Provincially significant wetland (class 1, 2 or 3) or other environmental feature

☐ On the subject lands or ☒ within 500 meters – distance adjacent

Floodplain

☐ On the subject lands or ☐ within 500 meters – distance _____

Rehabilitated mine site

☐ On the subject lands or ☐ within 500 meters – distance _____

Non-operating mine site within one kilometre

☐ On the subject lands or ☐ within 500 meters – distance _____

Active mine site within one kilometre

☐ On the subject lands or ☐ within 500 meters – distance _____

Industrial or commercial use (specify the use(s))

☐ On the subject lands or ☐ within 500 meters – distance _____

Active railway line

☐ On the subject lands or ☐ within 500 meters – distance _____

Seasonal wetness of lands

☐ On the subject lands or ☐ within 500 meters – distance _____

Erosion

☐ On the subject lands or ☐ within 500 meters – distance _____

Abandoned gas wells

☐ On the subject lands or ☐ within 500 meters – distance _____

F. Servicing and Access

1. 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)
-

2. Have you consulted with Public Works & Environmental Services concerning storm water management?

- ☐ Yes ☒ No

3. Has the existing drainage on the subject lands been altered?

- ☐ Yes ☒ No

4. Does a legal and adequate outlet for storm drainage exist?

- ☒ Yes ☐ No

5. How many water meters are required? none

6. Existing or proposed access to subject lands:

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

7. Name of road/street:

Windham Road 11

G. Other Information

1. Does the application involve a local business? ☐ Yes ☒ No

If yes, how many people are employed on the subject lands?

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

hydrogeological assessment and ZDF completed

H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies (number of paper copies as directed by the planner) and an **electronic version (PDF) of the site plan drawings, additional plans, studies and reports** will be required, including but not limited to the following details:

1. Concept/Layout Plan
2. All measurements in metric
3. Key map
4. Scale, legend and north arrow
5. Legal description and municipal address
6. Development name
7. Drawing title, number, original date and revision dates
8. Owner's name, address and telephone number
9. Engineer's name, address and telephone number
10. Existing and proposed easements and right of ways
11. Zoning compliance table – required versus proposed
12. Parking space totals – required and proposed
13. Loading spaces, facilities and routes
14. All dimensions of the subject lands
15. Dimensions and setbacks of all buildings and structures
16. Gross, ground and useable floor area
17. Lot coverage
18. Floor area ratio
19. Building entrances and grades
20. Names of adjacent streets
21. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
22. Fire access and routes
23. Location, dimensions and number of parking spaces (including visitor and accessible) and aisles
24. Location of mechanical room
25. Refuse disposal and storage areas including any related screening
26. Winter snow storage location
27. Landscape areas with dimensions
28. Natural features, watercourses and trees
29. Fire hydrants and utilities location
30. Fencing, screening and buffering – size, type and location
31. All hard surface materials
32. Light standards and wall mounted lights
33. Signs

- 34. Sidewalks and walkways with dimensions
- 35. Pedestrian access routes into site and around site
- 36. Bicycle parking
- 37. Professional engineer's stamp

In addition, the following additional plans, studies and reports, including but not limited to, **may** also be required as part of the complete application submission:

- ☐ Zoning Deficiency Form
- ☐ On-Site Sewage Disposal System Evaluation Form
- ☐ Architectural Plan
- ☐ Buildings Elevation Plan
- ☐ Cut and Fill Plan
- ☐ Erosion and Sediment Control Plan
- ☐ Grading and Drainage Control Plan (around perimeter and within site) (existing and proposed)
- ☐ Landscape Plan
- ☐ Photometric (Lighting) Plan
- ☐ Plan and Profile Drawings
- ☐ Site Servicing Plan
- ☐ Storm water Management Plan
- ☐ Street Sign and Traffic Plan
- ☐ Street Tree Planting Plan
- ☐ Tree Preservation Plan
- ☐ Archaeological Assessment
- ☐ Environmental Impact Study
- ☐ Functional Servicing Report
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule
- ☐ Noise or Vibration Study
- ☐ Record of Site Condition
- ☐ Storm water Management Report
- ☐ Traffic Impact Study – please contact the Planner to verify the scope of the study required

Your development approval might also be dependent on Ministry of Environment and Climate Change, Ministry of Transportation or other relevant federal or provincial legislation, municipal by-laws or other agency approvals.

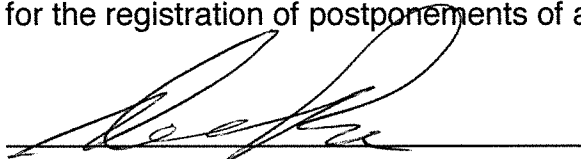
All final plans must include the owner's signature as well as the engineer's signature and seal.

I. Development Agreements

A development agreement may be required prior to approval for site plan, subdivision and condominium applications. Should this be necessary for your development, you will be contacted by the agreement administrator with further details of the requirements including but not limited to insurance coverage, professional liability for your engineer, additional fees and securities.

J. Transfers, Easements and Postponement of Interest

The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that it is their solicitor's responsibility on behalf of the owner for the registration of postponements of any charges in favour of the County.



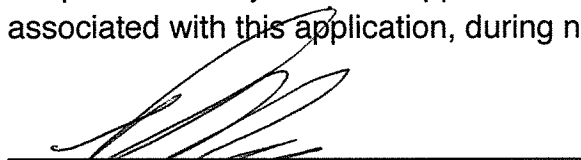
Owner/Applicant Signature



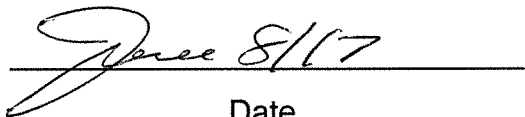
Date

K. Permission to Enter Subject Lands

Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.



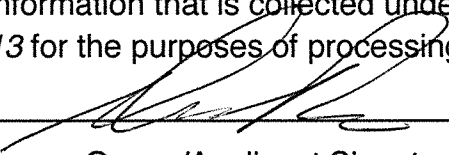
Owner/Applicant Signature



Date

L. Freedom of Information

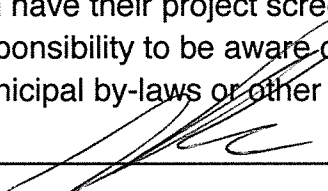
For the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of the *Planning Act, R.S.O. 1990, c. P. 13* for the purposes of processing this application.

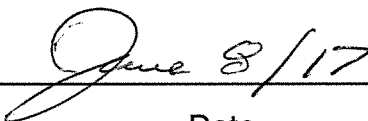

Owner/Applicant Signature


Date

M. Endangered Species Act, 2007

Endangered and threatened species and their habitat are protected under the provinces Endangered Species Act, 2007. The Act prohibits development or site alteration within areas of significant habitat for endangered or threatened species without demonstrating that no negative impacts will occur. The Ministry of Natural Resources (MNR), Aylmer District provides the service of responding to species at risk information requests and project screenings. The applicant has been directed to discuss the proposed activity and have their project screened with MNR. Please be advised that it is owner's responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws or other agency approvals.


Owner/Applicant Signature

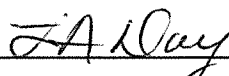
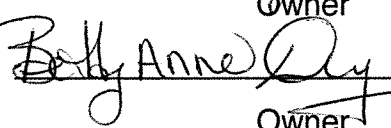

Date

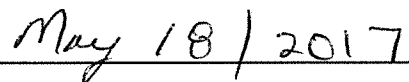
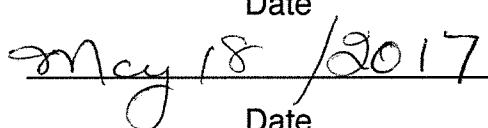
N. Owner's Authorization

If the applicant/agent is not the registered owner of the lands that is the subject of this application, the owner must complete the authorization set out below.

I/We Lindsay and Betty Day am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

I/We authorize David Roe to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.


Owner

Owner


Date

Date

O. Declaration of Applicant and Agent

I hereby apply for development approval and declare that all of the above statements and the statements contained in all of the exhibits transmitted herewith are accurate and true. I understand that site plan approval is required before a building permit can be issued.

_____ Applicant Signature  _____ Agent Signature	_____ Date  _____ Date
---	--

P. Declaration

I, David Roe of Norfolk County

solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of *The Canada Evidence Act*.

Declared before me at:

Norfolk County



Owner/Applicant Signature

In Simcoe

This 8 day of June

A.D., 2017



A Commissioner, etc.

Kayla Eva Johanna Reel, a
Commissioner, etc., Province of Ontario
for the Corporation of Norfolk County
Expires September 11, 2019

**SKETCH FOR
SEVERANCE APPLICATION
OF PART OF**

LOT 12, CONCESSION 11

IN THE GEOGRAPHIC

TOWNSHIP OF WINDHAM

IN

NORFOLK COUNTY

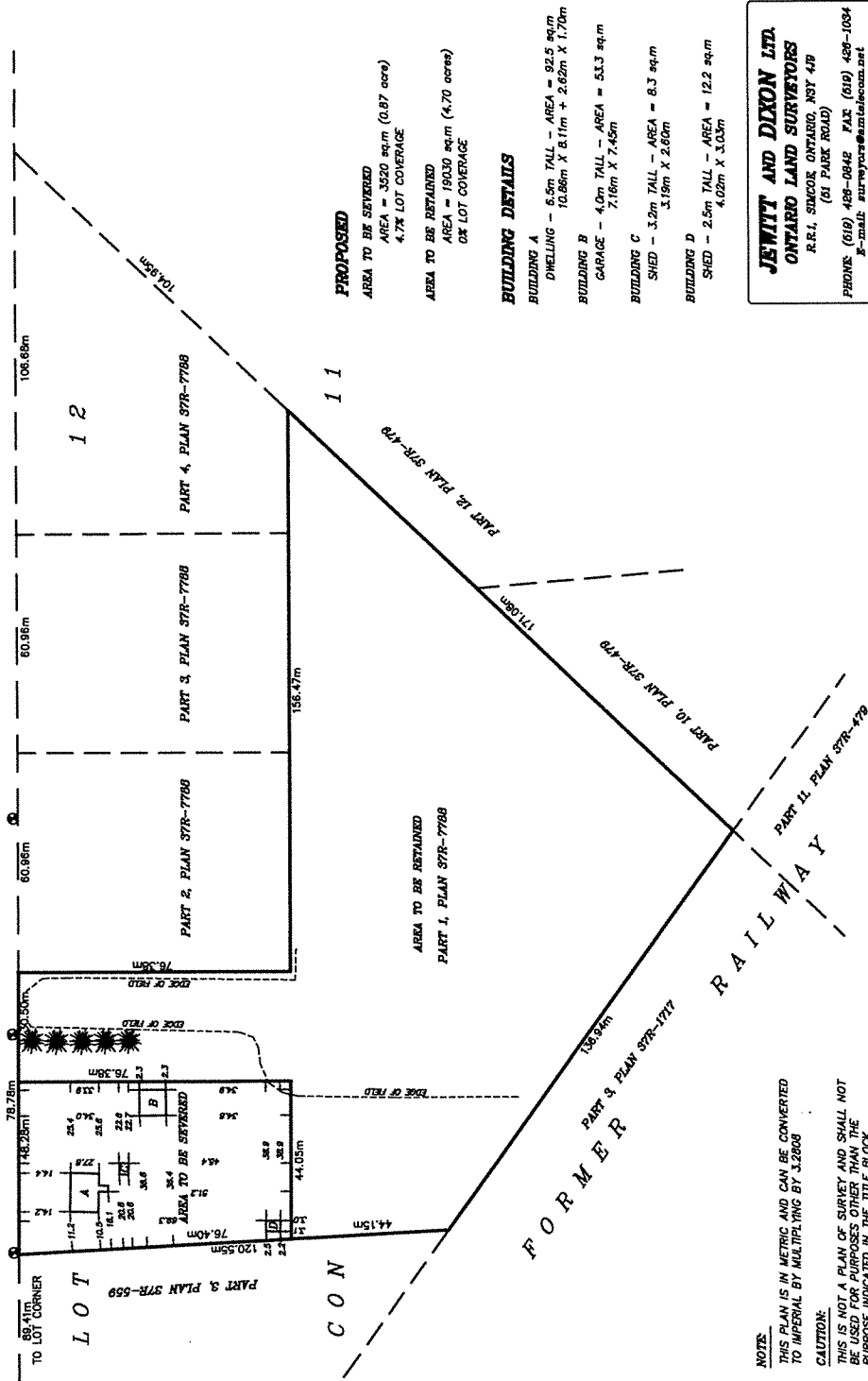
SCALE 1 : 1000

JEWITT AND DIXON LTD.

OCTOBER 19, 2016



20.117m WIDE ROAD ALLOWANCE BETWEEN CONCESSIONS 10 AND 11



NOTE:
THIS PLAN IS IN METRIC AND CAN BE CONVERTED
TO IMPERIAL BY MULTIPLYING BY 1.2008

CAUTION:
THIS IS NOT A PLAN OF SURVEY AND SHALL NOT
BE USED FOR PURPOSES OTHER THAN THE
PURPOSE INDICATED IN THE TITLE BLOCK.

JEWITT AND DIXON LTD.
ONTARIO LAND SURVEYORS
R.R.1, SIMCOE, ONTARIO, N3Y 4T9
(61 PARK ROAD)
PHONE (519) 489-0848 FAX (519) 429-1054
E-MAIL: surveys@janddtelecom.net



Zoning Deficiency

Simcoe: 185 Robinson St.
Simcoe, ON
N3Y 5L6
519-426-5870
Langton: 22 Albert St.
Langton, On.
N0E 1G0
519-875-4485

PROPERTY INFORMATION

Address: 944 Windham Rd 11, Windham Centre Legal Description: WDM CON 11 PT LOT 12 RP 37 R7788 Part 1 REG 5.57AC 258.45FR D
Roll Number: 331049102243300 Application #:
Information Origins: Development Services GIS/ Jewitt and Dixon Survey Job#16-1298

Hamlet Residential Zone (RH)

Main Building	REQUIRED	PROPOSED	DEFICIENCY	UNITS
5.7.2 a) minimum lot area				
i) new lot	0.40	0.35	0.05	ha
ii) lot of record	930.00		N/A	m.sq
b) minimum lot frontage				
i) interior lot	30.00	48.28	N/A	m
ii) corner lot	30.00		N/A	m
iii) lot of record	18.00		N/A	m
c) minimum front yard	6.00		N/A	m
d) minimum exterior side yard	6.00		N/A	m
e) minimum interior side yard				
i) attached garage	1.20		N/A	m
	1.20		N/A	m
ii) detached garage	3.00		N/A	m
	1.20		N/A	m
f) minimum rear yard	9.00		N/A	m
g) maximum building height	9.20		N/A	m
Comments	1) Proposed severance does not meet minimum lot area - deficient 0.05 ha			

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.

Prepared By:

Scott Puillandre

I have read and understand the above.

Signature of owner or authorized agent

date

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

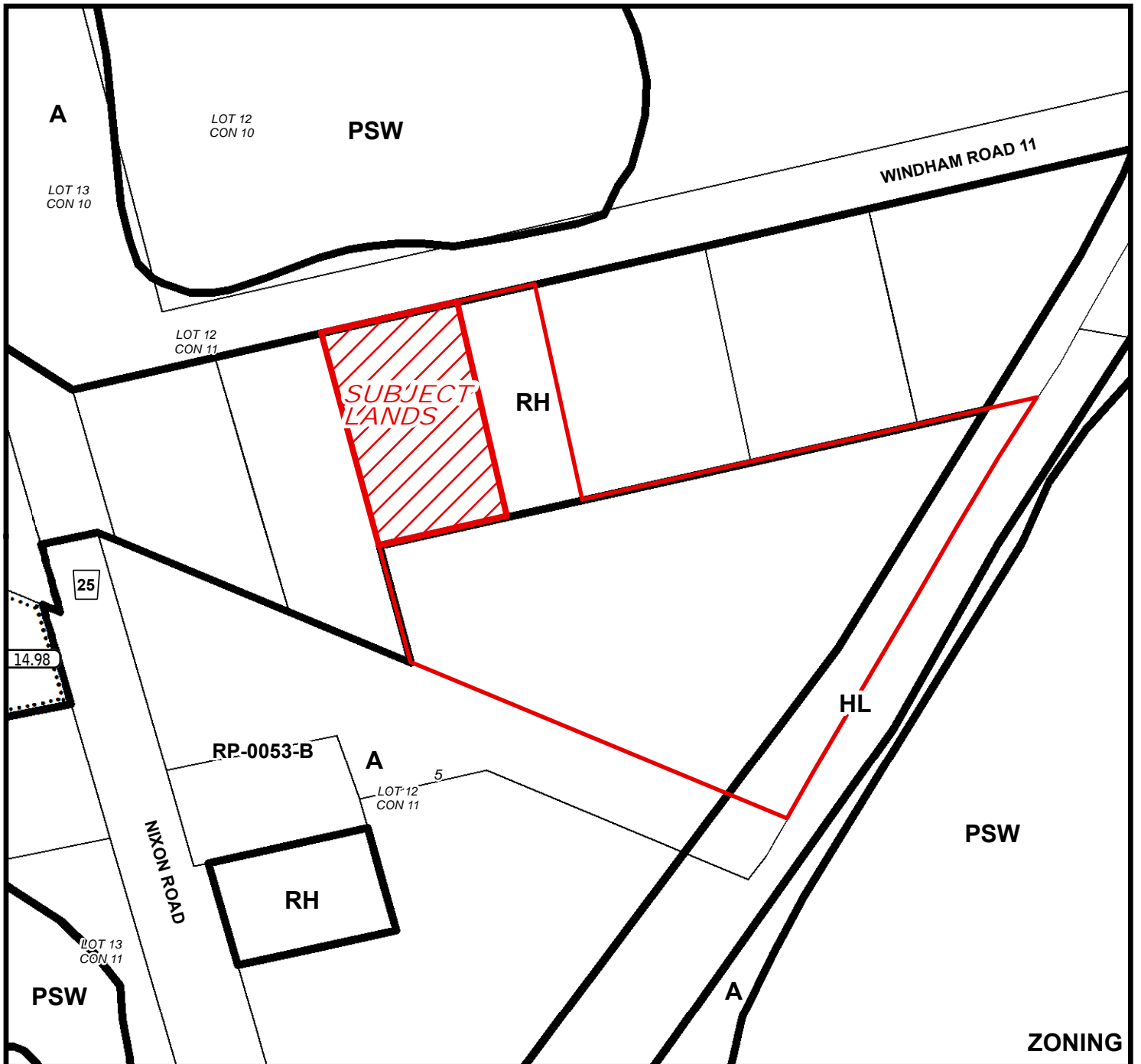
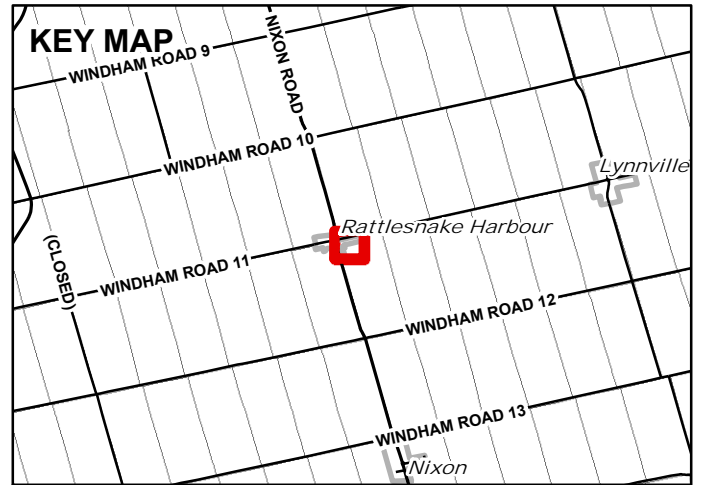
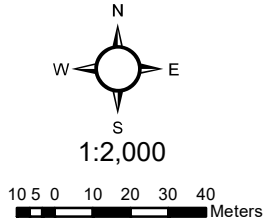
Signature of Zoning Administrator

date

MAP 1

File Number: BNPL2017112 & ANPL2017114

Geographic Township of
WINDHAM



MAP 2

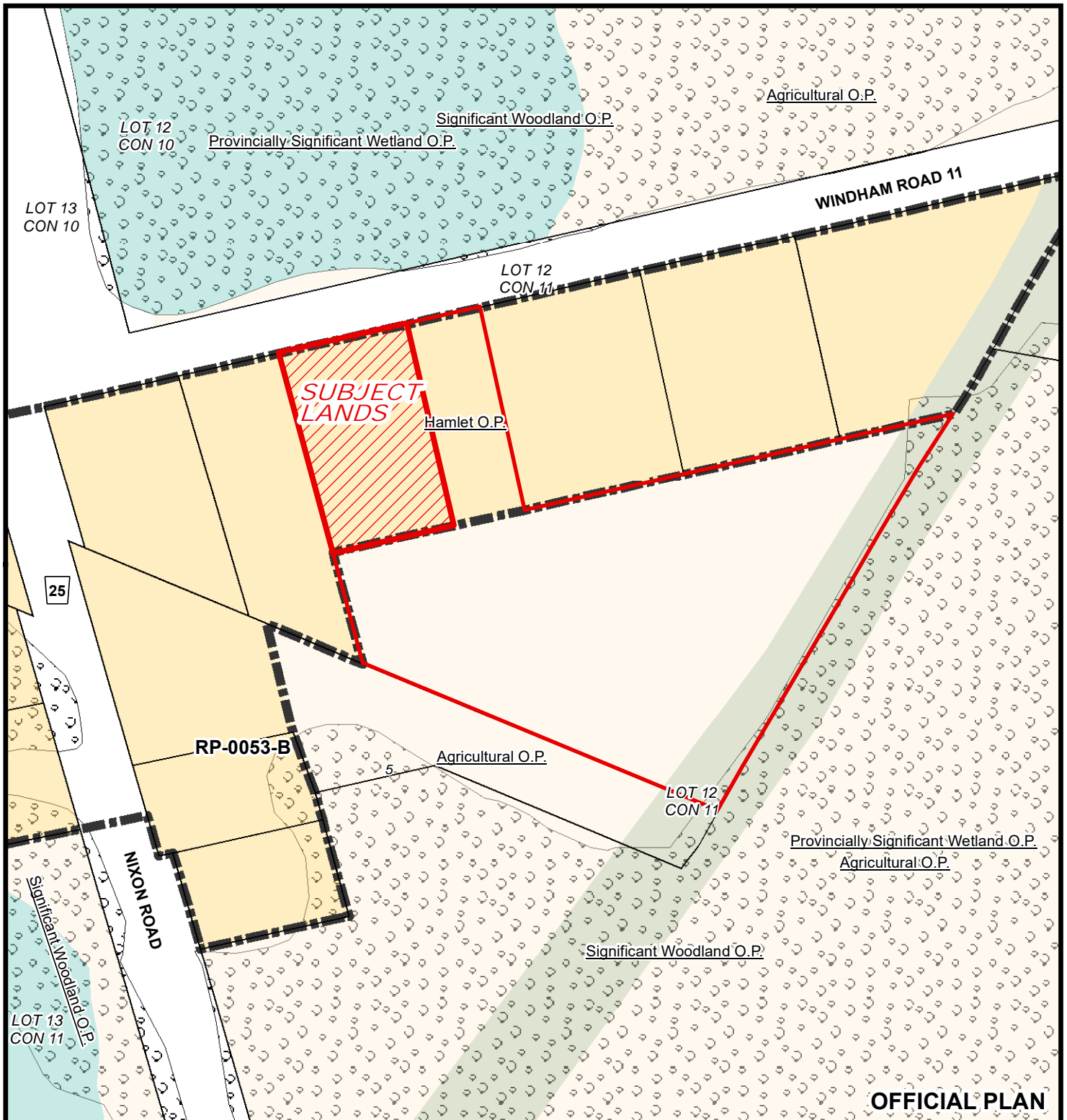
File Number: BNPL2017112 & ANPL2017114

Geographic Township of WINDHAM



8 4 0 8 16 24 32 Meters

1:2,000



MAP 3

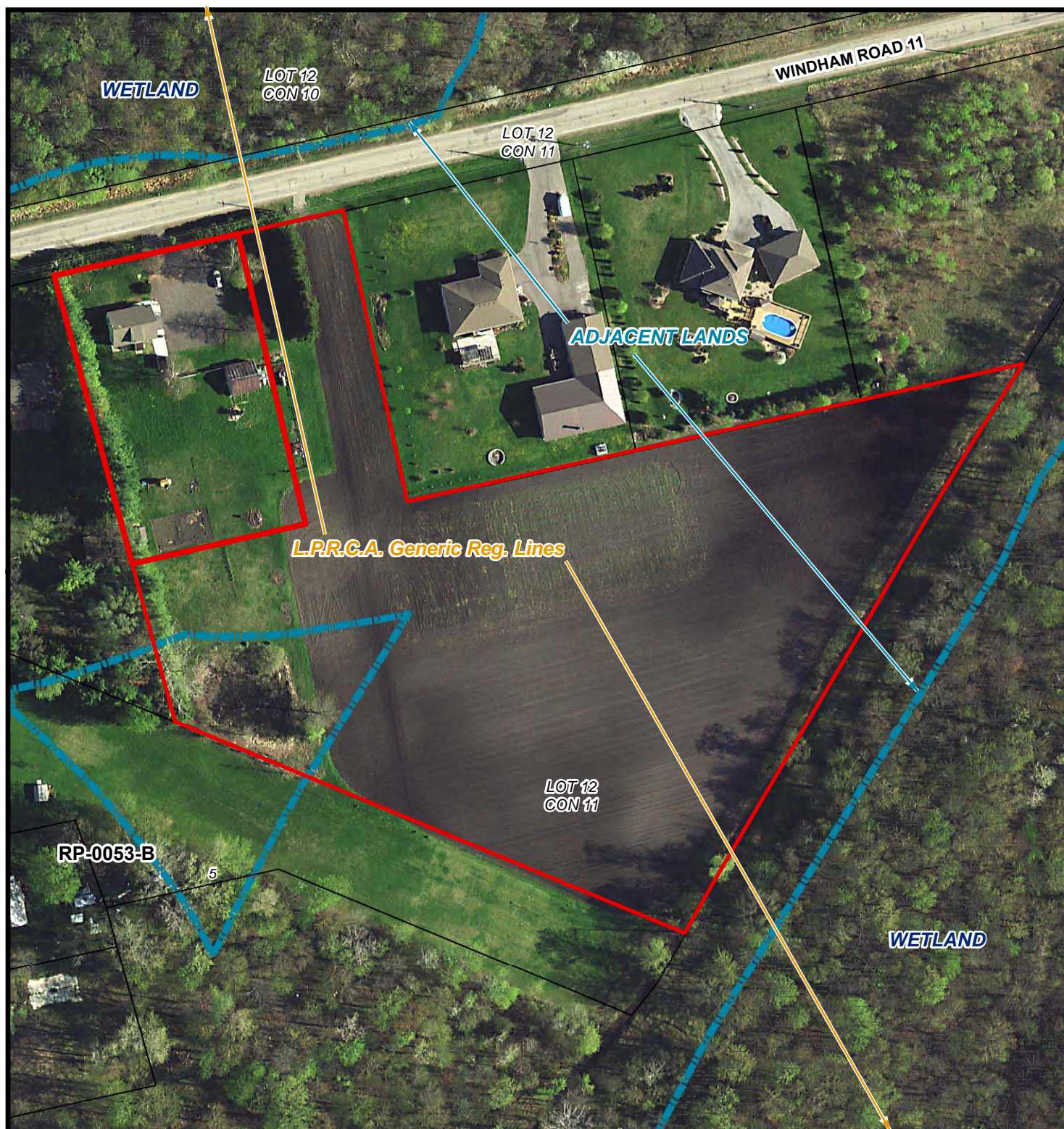
File Number: BNPL2017112 & ANPL2017114

Geographic Township of WINDHAM



5.8 7.5 11 16.5 22 Meters

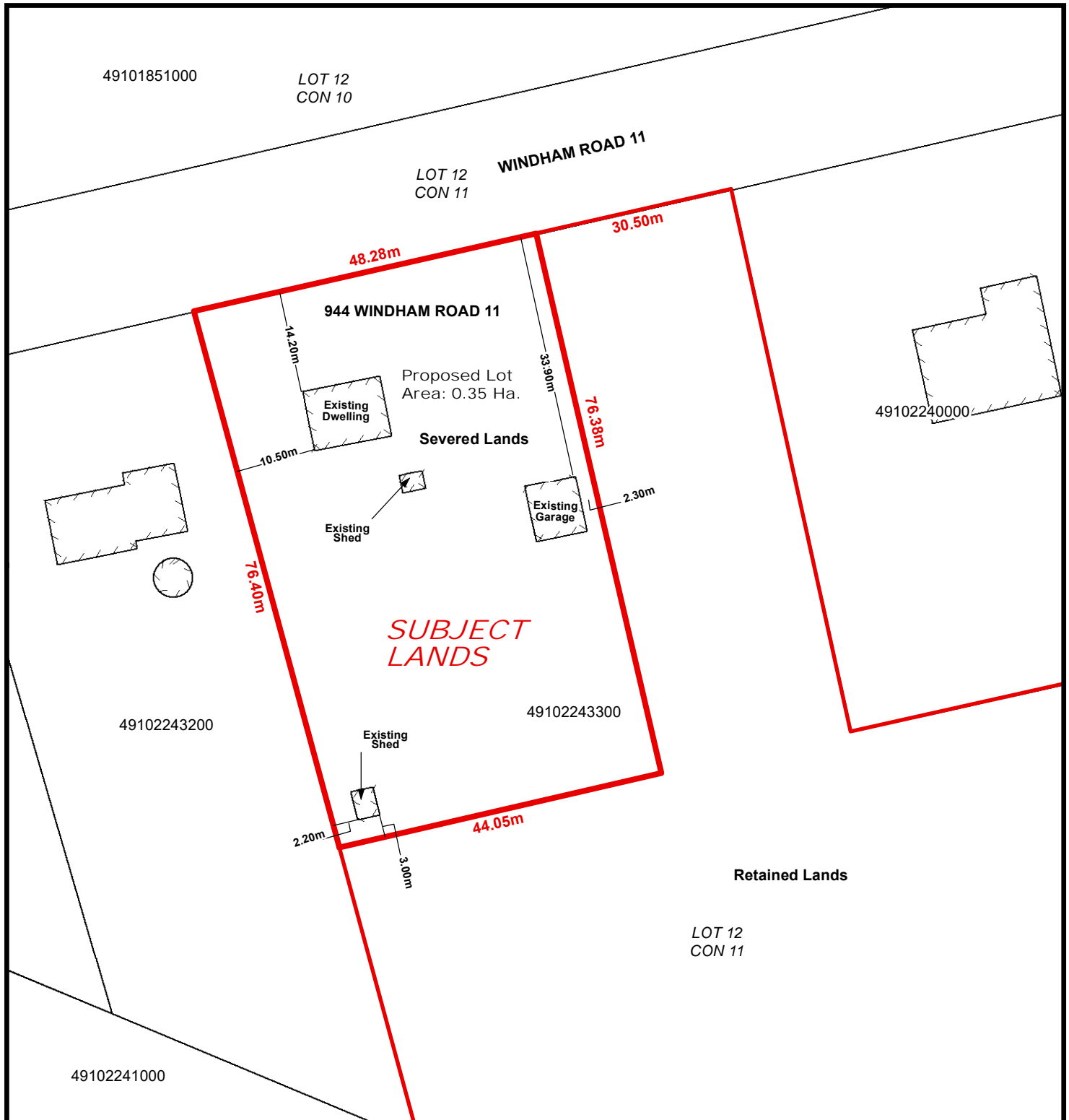
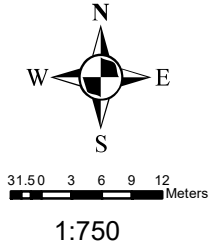
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MAP 4

File Number: BNPL2017112 & ANPL2017114

Geographic Township of WINDHAM



LOCATION OF LANDS AFFECTED

File Number: BNPL2017112 & ANPL2017114

Geographic Township of WINDHAM

