

**For Office Use Only:**

File Number ANPL2017138  
Related File Number -  
Pre-consultation Meeting -  
Application Submitted July 4/17  
Complete Application July 4/17  
Public Notice Sign -

SPRT Meeting -  
Application Fee \$1172  
Conservation Authority Fee -  
OSSD Form Provided with site plan  
Planner Alisha

**Check the type of planning application(s) you are submitting.**

- ☐ Official Plan Amendment
- ☐ Zoning By-Law Amendment
- ☐ Draft Plan of Subdivision/Vacant Land Condominium
- ☐ Condominium Exemption
- ☐ Site Plan Application
- ☐ Consent/Severance
- ☒ Minor Variance
- ☐ Extension of a Temporary Use By-law
- ☐ Part Lot Control
- ☐ Cash-in-Lieu of Parking
- ☐ Renewable Energy Project or Radio Communication Tower

**Property Assessment Roll Number:** 401 615 40620

**A. Applicant Information**

**Name of Owner** Rassaun Services Inc.

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** 22 Boswell St.

**Town and Postal Code** Simcoe

**Phone Number** 519 426 0150

**Cell Number** Todd 519 909 1350

**Email** tsaunders@rassaun.com

Name of Agent	Jim McFarlane (MC Engineering)
Address	Box 1002
Town and Postal Code	Simcoe N3Y 5B3
Phone Number	519 426 0150
Cell Number	519 427 3901
Email	jim@mcengineering.net

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 agent noted above.

☐ Owner ☒ Agent

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

## B. Location, Legal Description and Property Information

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

Municipal Civic Address: 22 Boswell St

Present Official Plan Designation(s): Industrial / Business park

Present Zoning: MA

2. Is there a special provision or site specific zone on the subject lands?

☐ Yes ☒ No If yes, please specify:

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

4. Present use of the subject lands:

Industrial

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:

existing industrial steel fabricating with accessory offices

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.

office

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:

proposed 7.6m x 18m three story accessory office

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

fall 2017

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:

40 years

12. Existing use of abutting properties:

industrial

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:

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### 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:

accessory office 0.6m too close to front yard

relief of 0.34m from minimum required front yard

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

existing configuration doesn't allow for addition without relief

3. 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:

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

5. Does the requested amendment alter, replace, or delete a policy of the Official Plan? ☐ Yes ☒ No If yes, identify the policy, and also include a proposed text of the policy amendment (if additional space is required, please attach a separate sheet):

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

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Width: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Present Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Proposed final lot size (if boundary adjustment): \_\_\_\_\_

Description of land intended to be retained in metric units:

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Width: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Present Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

7. Description of proposed right-of-way/easement:

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Width: \_\_\_\_\_

Area: \_\_\_\_\_

Proposed use: \_\_\_\_\_

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

\_\_\_\_\_

**9. Site Information****Existing****Proposed**

Please indicate unit of measurement, i.e. m, m<sup>2</sup> or %, etc.

Lot frontage	<hr/>	<hr/>
Lot depth	<hr/>	<hr/>
Lot width	<hr/>	<hr/>
Lot area	<hr/>	<hr/>
Lot coverage	<hr/>	10%
Front yard	6m required	5.66m
Rear yard	9m required	139m
Left Interior side yard	3m required	<hr/>
Right Interior side yard	<hr/>	<hr/>
Exterior side yard (corner lot)	<hr/>	<hr/>
Landscaped open space	<hr/>	<hr/>
Entrance access width	6m existing	<hr/>
Exit access width	<hr/>	<hr/>
Size of fencing or screening	<hr/>	<hr/>
Type of fencing	<hr/>	<hr/>

**10. Building Size**

Number of storeys	<hr/>	3 Storey office addition
Building height	<hr/>	11m
Total ground floor area	<hr/>	139m <sup>2</sup>
Total gross floor area	<hr/>	408m <sup>2</sup>
Total useable floor area	<hr/>	408m <sup>2</sup>

**11. Off Street Parking and Loading Facilities**

Number of off street parking spaces	38 required	90
Number of visitor parking spaces	<hr/>	5 old office 9 new
Number of accessible parking spaces	2	2 included
Number of off street loading facilities	1	1

**12. Multiple Family Residential (if applicable)**

Number of buildings existing: 

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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<sup>2</sup>

Bachelor	_____	_____
One bedroom	_____	_____
Two bedroom	_____	_____
Three bedroom	_____	_____
Townhouse	_____	_____

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

### 13. Commercial/Industrial Uses (if applicable)

Number of buildings existing: one

Number of buildings proposed: one

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

If yes, describe:

7.6m x 18m 3 story office addition

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

410 m2 office area

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:

#### 14. Institutional (if applicable)

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.):

#### 15. Describe Recreational or Other Use(s) (if applicable)



#### 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.):

existing industrial steel fabricating past 40 years

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:

historic data

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. 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, including the Endangered Species Act, 2007. 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:

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

If no, please explain:

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 \_\_\_\_\_

**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 \_\_\_\_\_

**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? nil

6. Existing or proposed access to subject lands:

☒ Municipal road

☐ Provincial highway

☐ Unopened road

☐ Other (describe below)

Name of road/street:

Boswell Street

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**G. Other Information**

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

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

40

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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.

- ☐ Traffic Impact Study – please contact the Planner to verify the scope of the study required

Standard condominium exemptions will require the following supporting materials:

- ☐ Plan of standard condominium (2 paper copies and 1 electronic copy)  
☐ Draft condominium declaration

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.

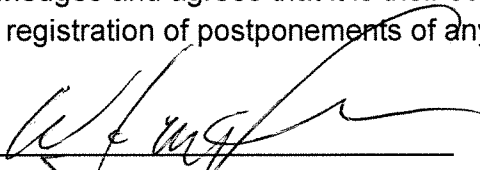
**All final plans must include the owner's signature as well as the engineer's signature and seal.**

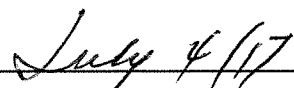
#### **I. Development Agreements**

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.

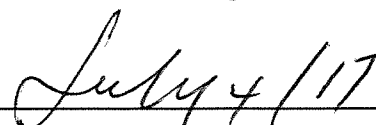
  
\_\_\_\_\_  
Owner/Applicant Signature

  
\_\_\_\_\_  
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.

[Signature]  
Owner/Applicant Signature

July 4/17  
Date

**M. 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 \_\_\_\_\_ am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

I/We authorize Jim McFarlane (MC ENGINEERING) 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.

X [Signature]  
Owner

JUNE 7/17  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

**N. 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.

[Signature]  
Applicant Signature

July 4/17  
Date

\_\_\_\_\_  
Agent Signature

\_\_\_\_\_  
Date



**O. Declaration**

I, Vin McFarlane 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:

185 Robinson St.

[Signature]  
Owner/Applicant Signature

In Simcoe, ON

This 4<sup>th</sup> day of July

A.D., 2017

[Signature]

A Commissioner, etc.

ALISHA KATHLEEN CULL, a  
Commissioner, etc., Province of Ontario  
for the Corporation of Norfolk County  
Expires April 28, 2019





## 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: 22 Boswell Street, Simcoe

Legal Description: CON 5 PT LOT 3 RP 37R6704 PT 1, R260 PT 1 RP 37R7926  
PARTS 1,2 REG 3.62AC 222.36FR D

Roll Number: 331040101540620

Application #:

Information Origins: Development Services GIS/MC Engineering Site Plan dated June 2017

### General Industrial (MG)

#### 7.1.4 Main Building

	REQUIRED	PROPOSED	DEFICIENCY	UNITS
a) minimum lot area	1855.00	19016.00	N/A	m.sq
b) minimum lot frontage	30.00	67.77	N/A	m
c) minimum front yard	6.00	5.66	0.34	m
d) minimum exterior side yard	6.00		N/A	m
e) minimum interior side yard	3.00	6.04	N/A	m
i) abutting a residential zone	20.00		N/A	m
f) minimum rear yard	9.00	139.61	N/A	m
g) subject to a 45 degree angular plane measured from the edge of any residential, commercial or institutional Zoned lot			N/A	m.sq

Comments

1) Proposed addition exceeds minimum front yard - deficient 0.34m

#### 4.0 Parking

4.9 number of parking spaces	39	104.00	N/A	
4.3.3 number of accessible parking spaces				
i) Type A	1	1.00	N/A	
ii) Type B	1	1.00	N/A	
4.1.5 Minimum Driveway Width				
a) one-way traffic	6.00		N/A	m
b) two-way traffic	7.30		N/A	m
4.2 e) interior lot line abutting a residential Zone	4.50		N/A	m

Comments

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

Signature of Zoning Administrator

date

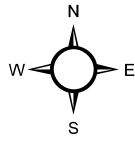
AS PER: Fritz R. Enzlin. CBCO, CRBO -  
Chief Building Official Manager,  
Building & Bylaw Division, Norfolk  
County

# MAP 1

## File Number: ANPL2017138

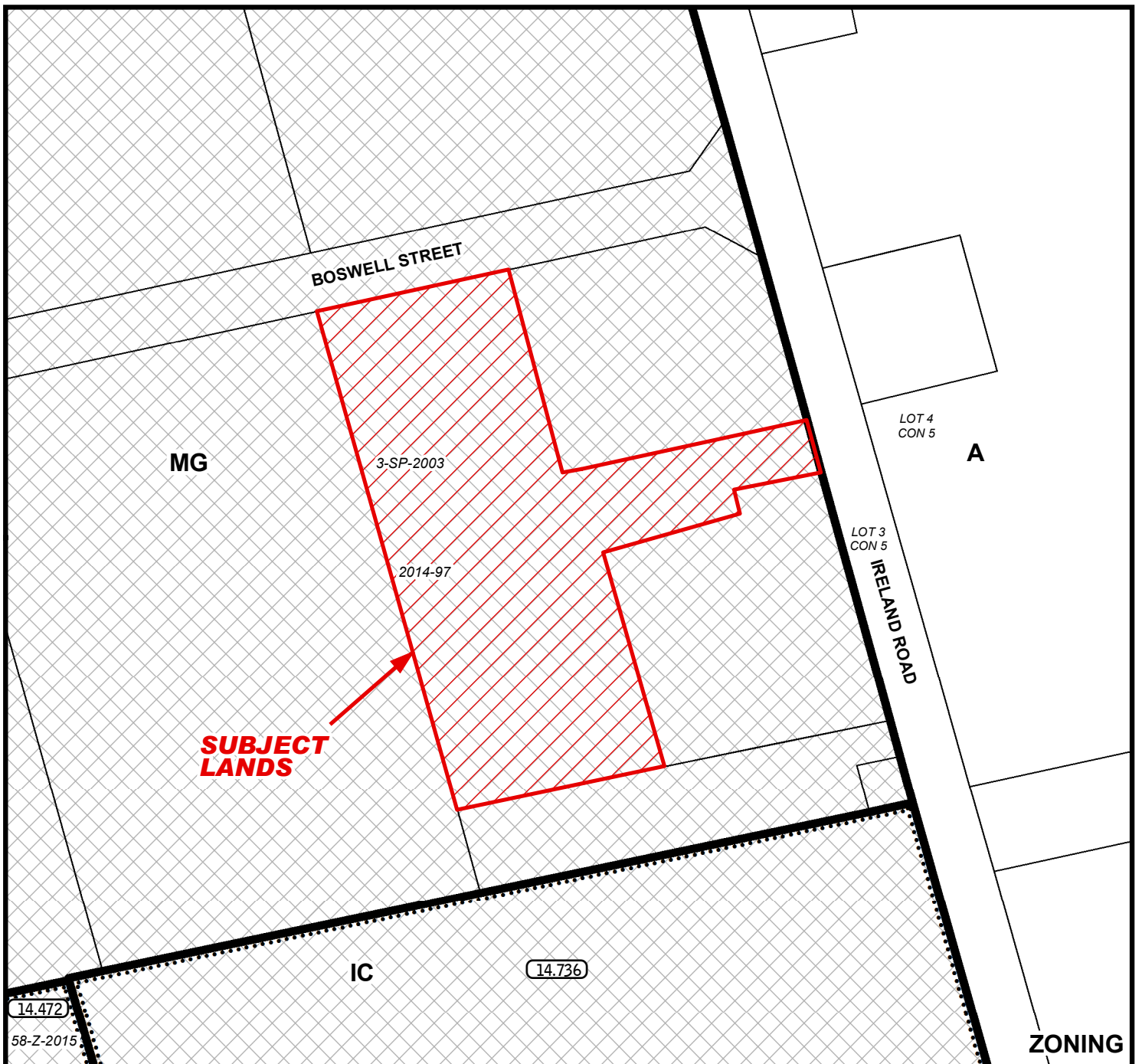
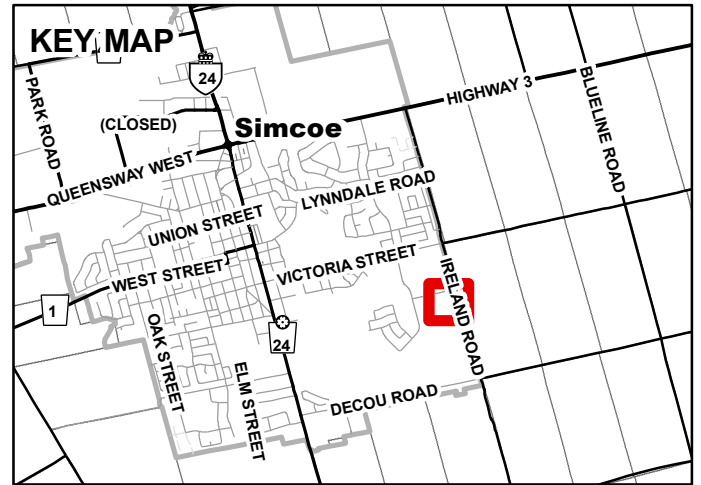
Urban Area of

### SIMCOE



1:2,000

10 5 0 10 20 30 40 Meters

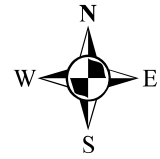




## MAP 2

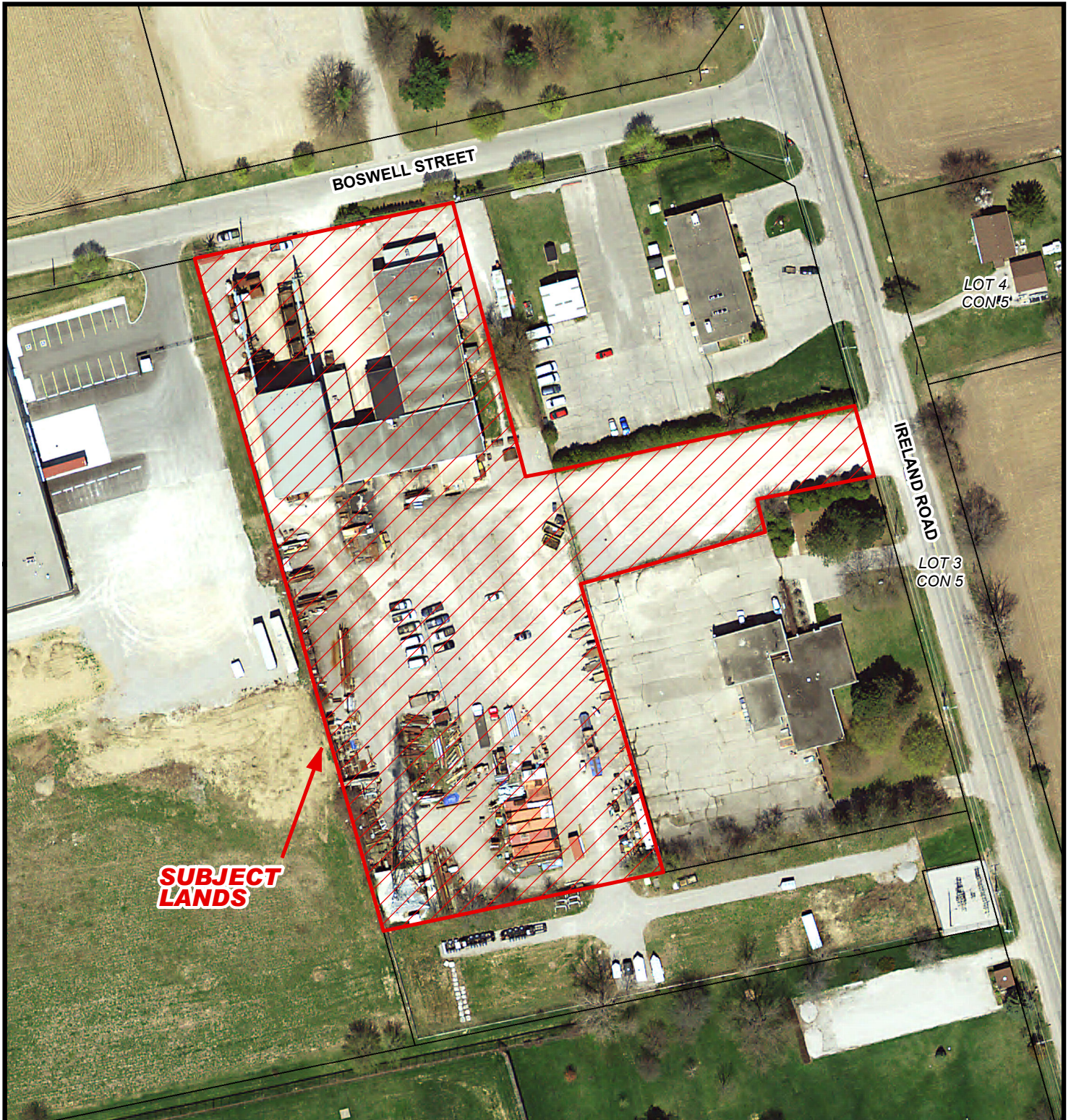
File Number: ANPL2017138

Urban Area of SIMCOE



5.8 7.50 5.5 11 16.5 22 Meters

1:1,400





# MAP 3

File Number: ANPL2017138

Urban Area of SIMCOE

