

**For Office Use Only:**

File Number ANPL2018179  
Related File Number —  
Pre-consultation Meeting —  
Application Submitted Aug 7/18  
Complete Application Aug 8/18

Application Fee \$1406  
Conservation Authority Fee \$1474.00  
OSSD Form Provided Aug 7/18  
Planner Aisha  
Public Notice Sign —

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

- ☐ Consent/Severance/Boundary Adjustment  
☐ Surplus Farm Dwelling Severance and Zoning By-law Amendment  
☒ Minor Variance  
☐ Easement/Right-of-Way

Property Assessment Roll Number: 543-060-29800-000

**A. Applicant Information**

Name of Owner / App. Lezlie Christine Meyer

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 154 Woodstock Ave.  
Town and Postal Code Port Rowan, ON N0E1M0  
Phone Number 519-900-2472  
Cell Number —  
Email lmeyer0517@rogers.com

*General Contractor*  
**Agent**  
Name of Applicant Ron Whitlow  
Address 160 Woodstock Ave  
Town and Postal Code Port Rowan, ON N0E1M0  
Phone Number 519-586-7444  
Cell Number —  
Email rlwhitlow@kwil.com



Name of Agent \_\_\_\_\_

Address \_\_\_\_\_

Town and Postal Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Cell Number \_\_\_\_\_

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 agent noted above.

☒ Owner

☒ Agent

☐ Applicant

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

Bmo Bank of Montreal  
London Ontario

**B. Location, Legal Description and Property Information**

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

Lot 100

Municipal Civic Address: 154 Woodstock Ave

Present Official Plan Designation(s): Resort Residential

Present Zoning: Resort Residential

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

☐ Yes ☒ No If yes, please specify:

3. Present use of the subject lands:

Vacation property, residential

4. 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:

Cottage - as is - demolished/removed  
2 old shed to be demolished/removed  
new shed to be retained - 100sq ft

5. 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.

new garage to store 2 vehicles &  
a second storey for a studio (art, crafts  
sewing & pottery) + storage

6. 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:

Garage as an accessory building  
see attached drawing

7. 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:

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

50+ years

9. Existing use of abutting properties:

Vacation property

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

☐ Yes ☒ No If yes, describe the easement or restrictive covenant and its effect:

### C. Purpose of Development Application

Note: Please complete all that apply.

#### 1. Site Information

Existing

Proposed

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

Lot frontage

66.08'

Lot depth

144.8'

Lot width

66.08'

Lot area

890.29 m<sup>2</sup>

Lot coverage

Front yard

Rear yard

Left Interior side yard

Right Interior side yard

Exterior side yard (corner lot)

N/A

2. Please outline the relief requested (assistance is available):

- i) Building height - request 2nd storey for storage + Studio - 2.5m
- ii) Distance to street line - 2.2 m
- iii) usable floorspace - 26.47 m<sup>2</sup>

3. Please explain why it is not possible to comply with the provision(s) of the Zoning

By-law:

- i) requesting relief to put a small 2nd storey for studio
- ii) neighbour has sunroom at back of cottage. Relief storage allows for access to light (over shadowing)
- iii) small studio on 2nd storey has been kept to min. but does exceed allows for stairs indoors

4. 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):



NORFOLK COUNTY  
COMMUNITY  
PLANNING  
DEVELOPMENT AND CULTURAL SERVICES

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added:

Description of land intended to be retained in metric units:

Frontage: \_\_\_\_\_  
Depth: \_\_\_\_\_  
Width: \_\_\_\_\_  
Lot Area: \_\_\_\_\_  
Present Use: \_\_\_\_\_  
Proposed Use: \_\_\_\_\_

5. Description of proposed right-of-way/easement in metric units:

Frontage: \_\_\_\_\_  
Depth: \_\_\_\_\_  
Width: \_\_\_\_\_  
Area: \_\_\_\_\_  
Proposed use: \_\_\_\_\_

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

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.**

#### **D. Previous Use of the Property**

1. Has there been any 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. Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites? ☐ Yes ☒ No ☐ Unknown

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

*owner's personal knowledge*

4. 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)

Sand point

### Sewage Treatment

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

### Storm Drainage

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

2. Existing or proposed access to subject lands:

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

Name of road/street:

Woodstock Avenue

## 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.



## I. 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.

### 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.

### 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/Agent Signature

Aug 2, 2018  
\_\_\_\_\_  
Date

### J. 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 Christine Meyer am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

I/We authorize Ren Whitlow 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.

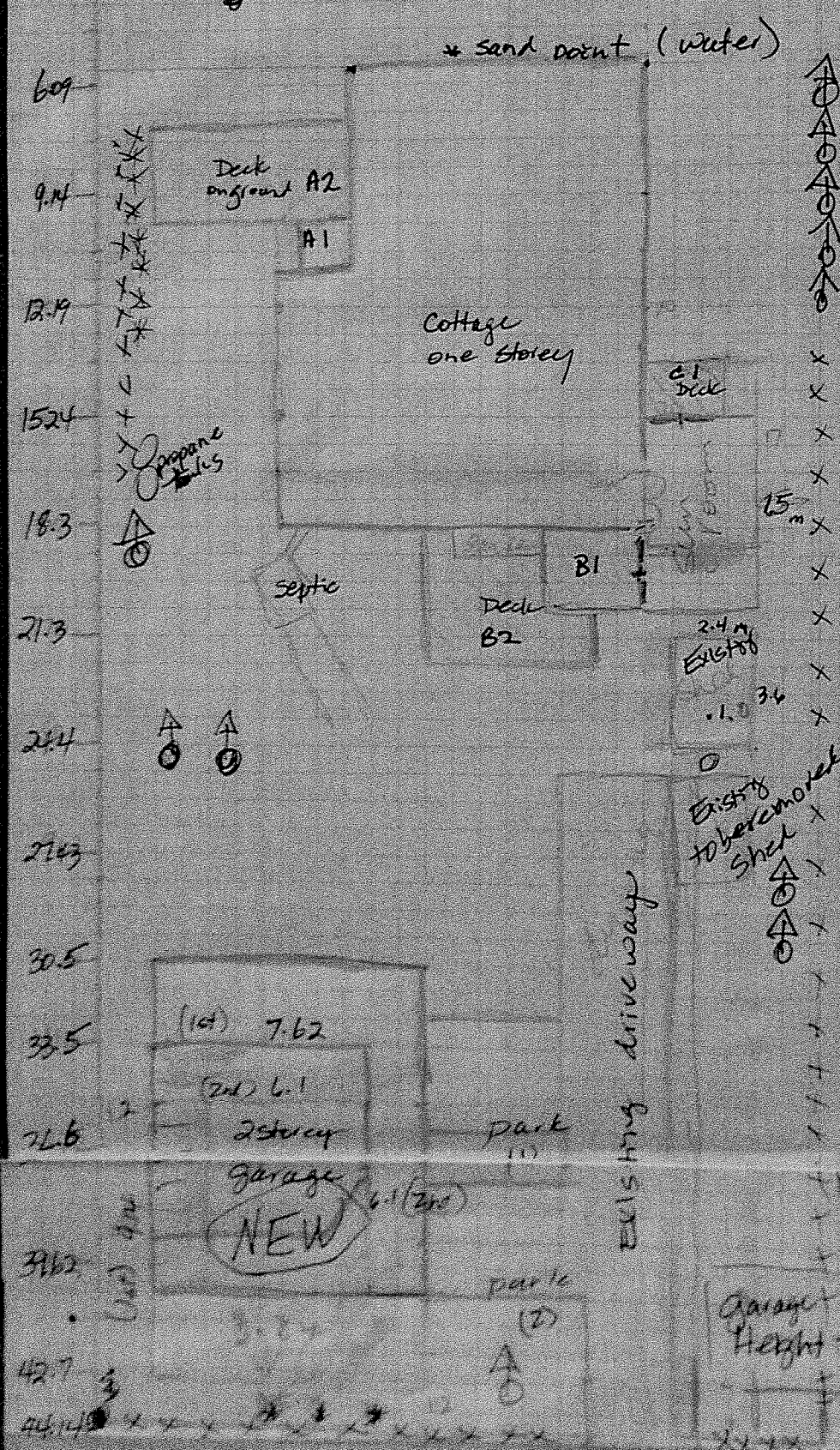
  
\_\_\_\_\_  
Owner

Aug 2, 2018  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

30.4      Woodstock Ave      20.14 m X  
 meters      3.04      6.09      9.14      12.19      15.24      18.3      21.33      44.14 m  
 30.4      6.09      9.14      12.19      15.24      18.3      21.33  
 LOT 100  
 Legend  
 XX - fence  
 A - tree  
 \* - cedars



Existing Cottage  
 (1472 sq')  
 136.76 m<sup>2</sup>  
 Existing 15.4%  
 Decks  
 44.73 m<sup>2</sup>  
 + A1 =  
 47 m<sup>2</sup> 5%  
 181.49  
 20.4%

NEW 2 storey  
 Garage  
 1st storey 69.68 m<sup>2</sup>  
 2nd " 37.16 m<sup>2</sup>  
 106.84 m<sup>2</sup>  
 9.9% lot coverage





## 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: 154 Woodstock Ave Long Point

Legal Description:

Roll Number: 331054306029800

Application #:

Information Origins: site plan and rough sketches from owner

### Resort Residential Zone (RR)

Main Building	REQUIRED	PROPOSED	DEFICIENCY	UNITS
5.8.2 a) minimum lot area				
i) new lot	0.40		N/A	ha
ii) lot of record	700.00	890.29	N/A	m.sq
b) minimum lot frontage				
i) interior lot	15.00		N/A	m
ii) corner lot	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	7.50		N/A	m
h) maximum lot coverage (Note: Proposed Area)				m.sq
i) lot	15.00		N/A	%

Comments

no changes to main cottage. Adding a new accessory building. The lot is a "through lot"

Accessory Structure	REQUIRED	PROPOSED	DEFICIENCY	UNITS
3.2.1 a) building height	5.00	7.50	2.50	m
b) minimum front yard	6.00	34.00	N/A	m
c) minimum exterior side yard	6.00		N/A	m
d) minimum interior side yard	1.20	1.20	N/A	m
e) minimum rear yard	1.20		N/A	m
f) through lot distance to street line	6.00	3.80	2.20	m
g) Lot coverage (Note: Proposed Area)				m.sq
i) lot coverage	10.00	8.79	N/A	%
ii) usable floor area	89.03	115.50	26.47	m.sq

Comments

maximum useable floor area allowed cannot exceed 10% of lot area, therefore max is 89.03sqm. No habitable space permitted in accessory building. Applicant proposing a storage room with art studio

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:

Roxanne Koot

I have read and understand the above.

Signature of owner or authorized agent

date

Aug 2, 2018

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

Signature of Zoning Administrator

date

July 31/2018






Working together with our community  
to provide quality services.

## Evaluation Form for Existing On-Site Sewage Systems

Date: July 2009

<b>OFFICE USE ONLY</b>		<b>FILE No.:</b>		<b>DATE RECEIVED:</b>	
<b>PROPERTY INFORMATION</b>		Municipal Address: <u>154 WOODSTOCK AVE</u>			
Owner: <u>CHRISTINE MEYER</u>		Lot: <u>100</u>		Concession:	
Lot Area: <u>.22 AC</u>		Lot Frontage: <u>66.08 FR</u>		Assessment Roll No. <u>543-060-29800-0000</u>	
<b>PURPOSE OF EVALUATION</b>		<input type="checkbox"/> Consent <input type="checkbox"/> Minor Variance <input type="checkbox"/> Site Plan <input type="checkbox"/> Zoning <input type="checkbox"/> Other _____			
<b>BUILDING INFORMATION</b>		<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural			
Building Area:		No. of Bedrooms:		No. of Fixture Units:	
				Is the building currently occupied? Yes / No If No, how long?	
<b>EVALUATOR'S INFORMATION</b>		Evaluator's Name: <u>RICHARD MILLER</u>		Company Name: <u>MILLER CONSTRUCTION</u>	
Address: <u>1507 NEAR 45 LAUGTON AVE</u>		Postal Code: <u>N6E 1G0</u>		Phone: <u>519 403 8590</u>	
Email: <u>millenconstruct@gmail.com</u>		BCIN #		<u>46141</u>	
<b>SITE EVALUATION</b>		Ground Cover (trees, bushes, grass, impermeable surface): <u>GRASS</u>			Soil Type: <u>SAND</u>
Site Slope: <input type="checkbox"/> Flat <input checked="" type="checkbox"/> Moderate <input type="checkbox"/> Steep		Soil Conditions: <input type="checkbox"/> Wet <input checked="" type="checkbox"/> Dry		Depth of Water Table: <u>5</u> ft.	
Surface Discharge Observed: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Odour Detected: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>		Current Weather (at time of evaluation): <u>Sunny 27°C</u>	
<b>SYSTEM EVALUATION</b>		Class of System: <input type="checkbox"/> 1 (Privy) <input type="checkbox"/> 2 (Greywater) <input type="checkbox"/> 3 (Cesspool) <input checked="" type="checkbox"/> 4 (Leaching Bed) <input type="checkbox"/> 5 (Holding Tank)			
Tank: <input checked="" type="checkbox"/> Pre-cast <input type="checkbox"/> Plastic <input type="checkbox"/> Fibre Glass <input type="checkbox"/> Wood <input type="checkbox"/> Other _____		Size: _____ Gal.		Pump: Yes    No	
Distribution System: Area: <input checked="" type="checkbox"/> Trench Bed <input type="checkbox"/> Filter Medium		No. of Tile Runs: <u>6</u>		Total Length of Tile: <u>240'</u>	
Tile Material: <input type="checkbox"/> PVC <input type="checkbox"/> Clay <input type="checkbox"/> Other _____		Ends: <input type="checkbox"/> Capped <input type="checkbox"/> Joined		Distance Between Tile Runs: <u>6'-0"</u>	
Cover: <input type="checkbox"/> Filter Cloth <input type="checkbox"/> Sand <input type="checkbox"/> Top Soil <input type="checkbox"/> Seeded					
<b>Setbacks:</b>		<b>Tank</b>		<b>Distribution Pipe</b>	
Distance to Buildings & Structures (ft)		<u>7'-0"</u>		<u>15'-0"</u>	
Distance to Bodies of Water (ft)		<u>100 +</u>		<u>100 +</u>	
Distance to Nearest Well (ft)		<u>100 +</u>		<u>100</u>	
Distance to Proposed Property Lines		Front <u>60</u> Rear <u>75</u> Side <u>20</u> Side <u>40</u>		Front <u>80</u> Rear <u>40</u> Side <u>25</u> Side <u>10</u>	

<b>OVERALL SYSTEM RATING</b>	<input checked="" type="checkbox"/> System Working Properly / No Work Required <input type="checkbox"/> System Functioning / Maintenance Required <input type="checkbox"/> System Not Functioning / Minor Repair Required <input type="checkbox"/> System Failure/Major Repair / Replacement Required  <p><u>Note:</u> Any repair/replacement of an on site sewage system requires a building permit. Contact the Norfolk County Building Division at (519) 426-4377 for more information.</p> <p><u>Additional Comments:</u>  <div style="border: 1px solid black; padding: 5px; margin-top: 5px; color: blue;">WILL MEET SET BACKS, FOR NEW GARAGE</div> </p>
<b>VERIFICATION</b>	<p><b><u>OWNER:</u></b>  The owner is responsible for having a site evaluation conducted of the above mentioned property. Neither the evaluation nor the approval thereof shall in any way exempt the owner(s) from complying with the Ontario Building Code or any other applicable law.</p> <p>I, _____ (the owner of the subject property) hereby authorize the above mentioned evaluator to act on my behalf with respect to all matters pertaining to the existing on-site sewage system evaluation.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____ Owner Signature</p> </div> <div style="width: 45%;"> <p>_____ Date</p> </div> </div> <p><b><u>EVALUATOR:</u></b></p> <p>1. I, <u>Richard Niles</u> declare that this site evaluation is accurate as of the date of inspection. No determination of future performance can be made due to unknown conditions, future water usage over the life of the system, abuse of the system and/or inadequate maintenance, all of which may adversely affect the life of the system. This evaluation does not grant or imply any guarantee or warranty of the future performance of the sewage system. The undersigned takes no responsibility for the accuracy of existing or proposed property lines, whether measured or implied.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p> _____ Evaluator Signature</p> </div> <div style="width: 45%;"> <p><u>Aug 3/2</u> _____ Date</p> </div> </div>
<b>BUILDING DIVISION COMMENTS</b>	<p>Comments: _____</p> <p>_____</p> <p>I, _____ have reviewed the information contained in this form as submitted.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> <p>_____ Chief Building Official or designate</p> </div> <div style="width: 45%;"> <p>_____ Date</p> </div> </div>





## On Site Sewage Disposal System Location Plan

DATE: Aug 3 / 2018

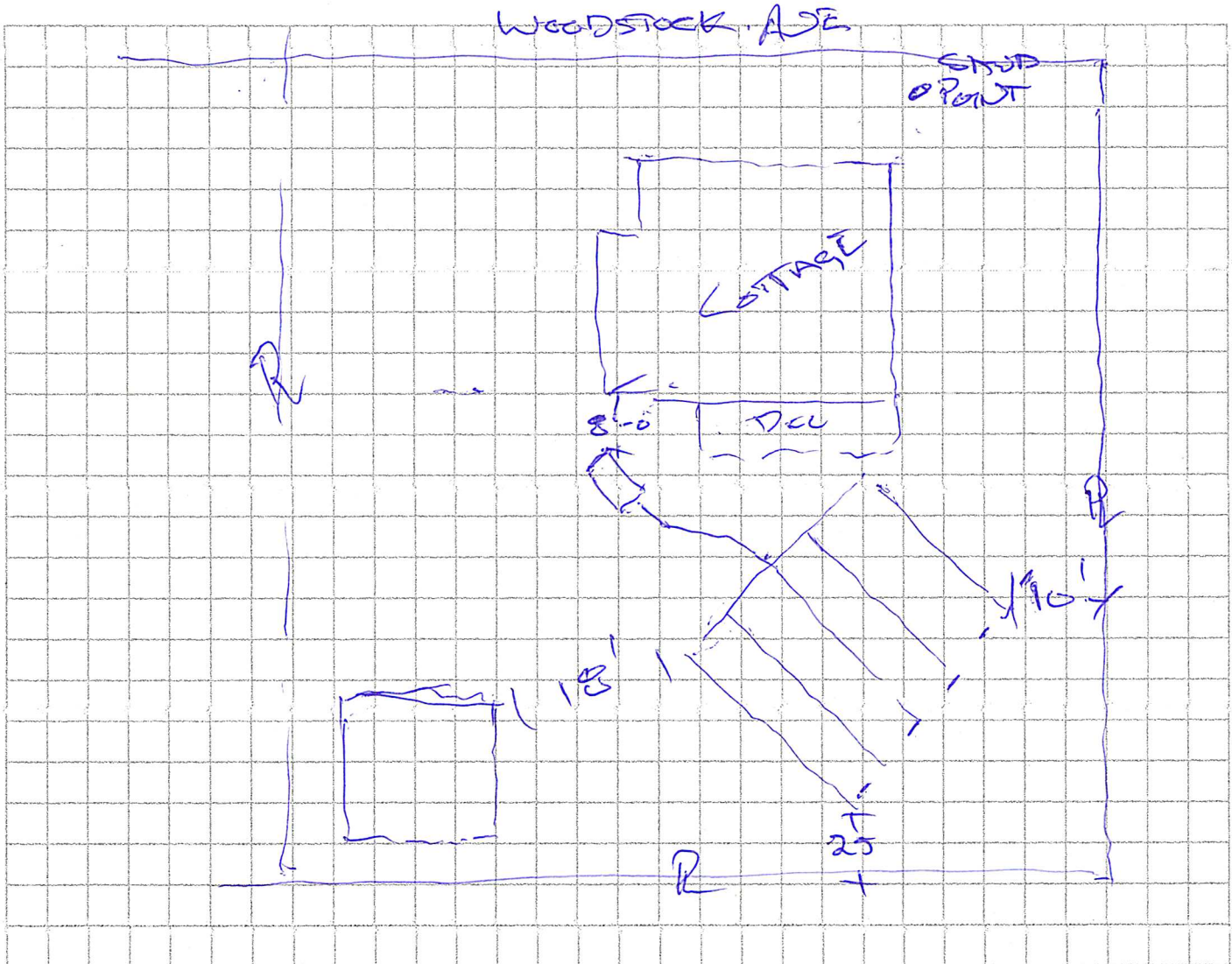
APPLICATION NUMBER: \_\_\_\_\_

OWNER: \_\_\_\_\_

EVALUATOR R. Munn

PROPERTY ADDRESS 154 WOODSTOCK, LONG POINT

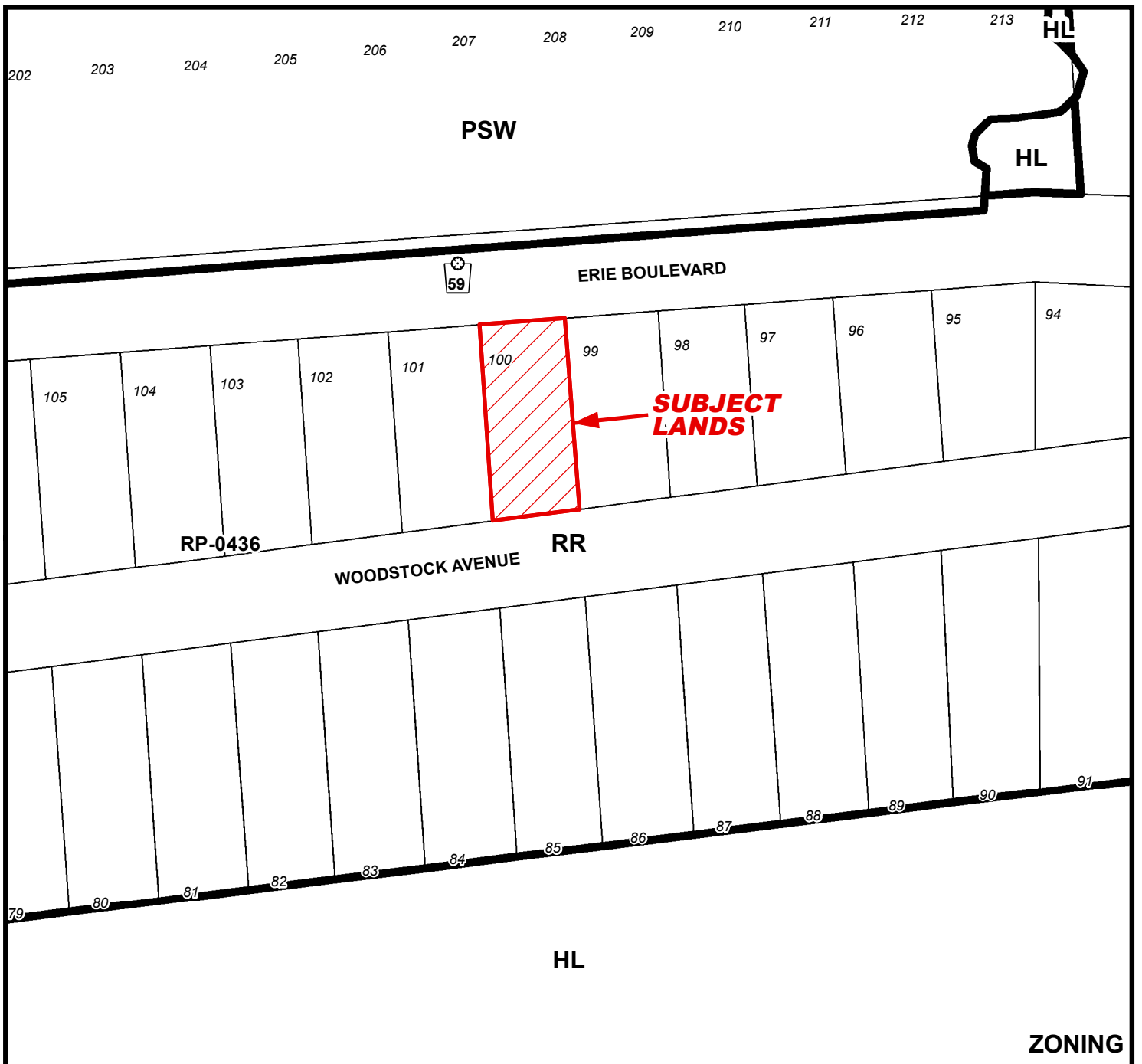
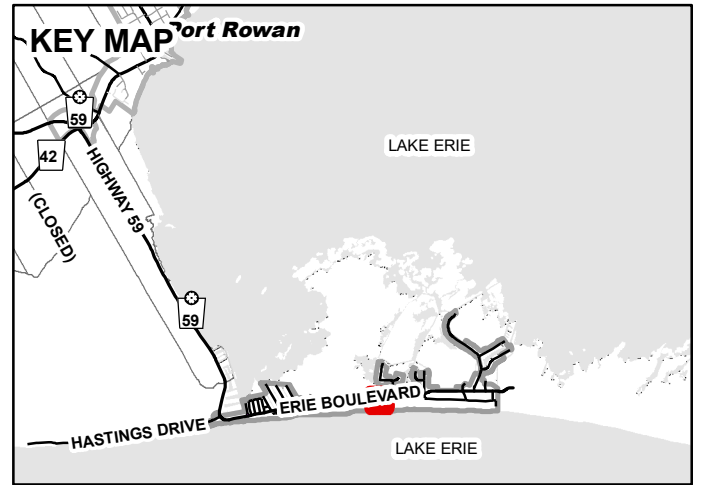
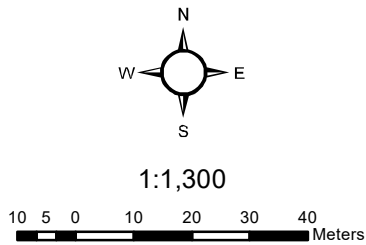
Please provide a DIMENSIONED sketch drawing indicating EXISTING AND PROPOSED property lines, existing roads and driveways, location of all existing buildings, location of existing wells, and location of existing septic tanks and tile beds.



PREPARED BY: \_\_\_\_\_

NOTE: The above sketch is not to exact scale.

**MAP 1**  
**File Number: ANPL2018179**  
Geographic Township of  
**SOUTH WALSHINGHAM**



**ZONING**



## MAP 2

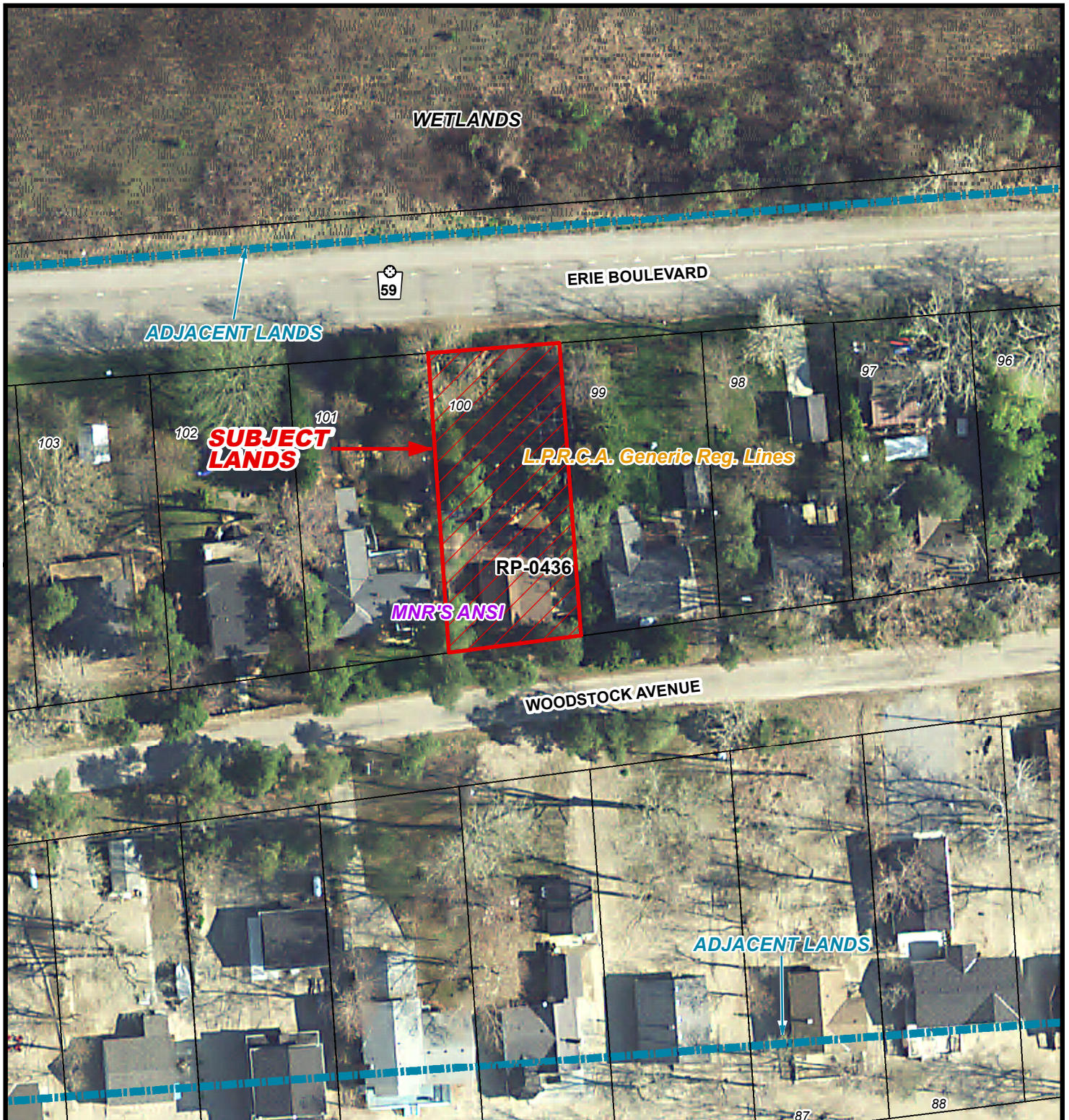
File Number: ANPL2018179

Geographic Township of SOUTH WALSHINGHAM



31.50 3 6 9 12 Meters

1:800



# MAP 3

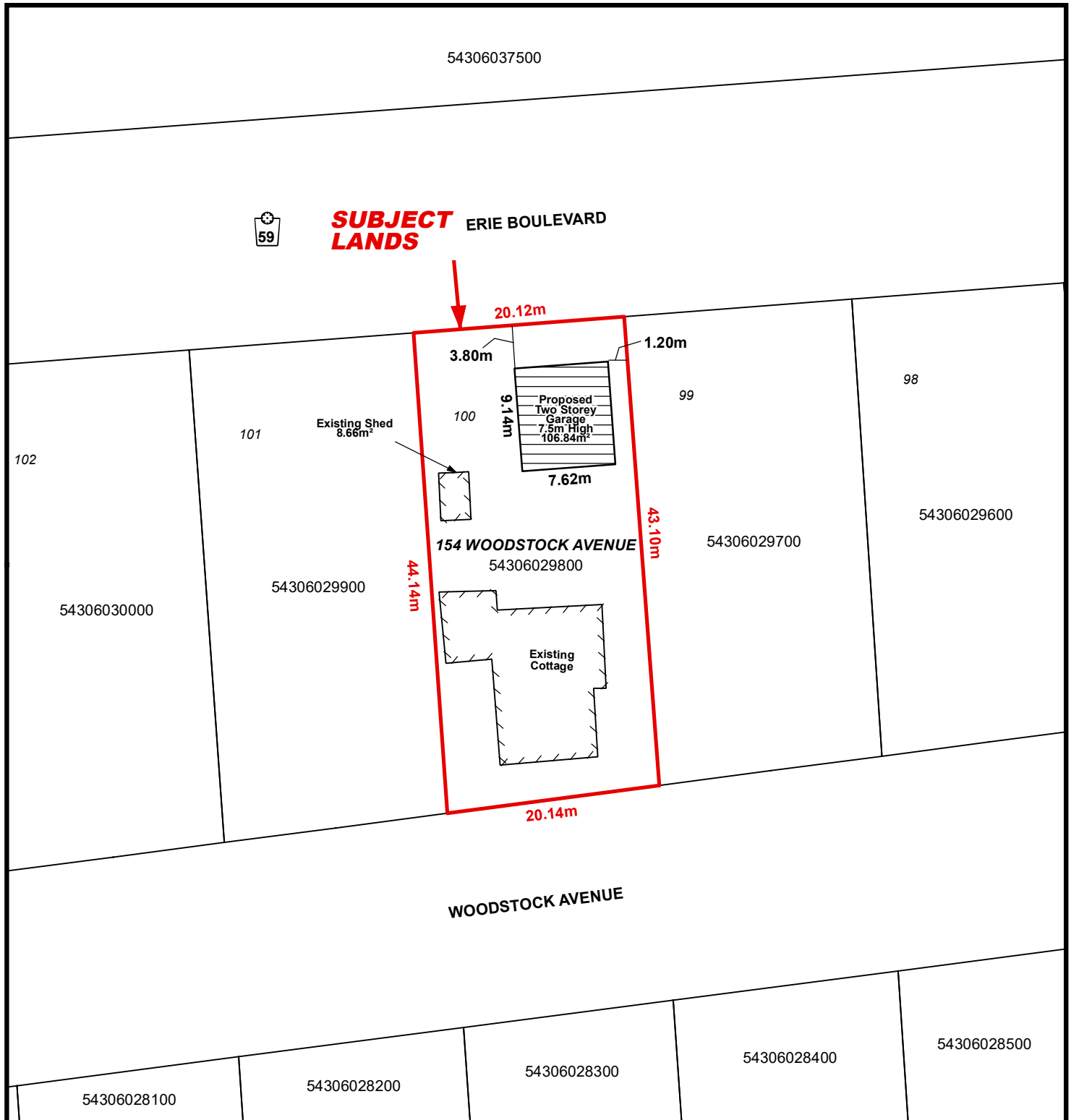
File Number: ANPL2018179

Geographic Township of SOUTH WALSHINGHAM



2 1 0 2 4 6 8 Meters

1:500





# LOCATION OF LANDS AFFECTED

File Number: ANPL2018179

Geographic Township of SOUTH WALSHINGHAM



2 1 0 2 4 6 8 Meters

1:500

