

**For Office Use Only:**

File Number	<u>ANAL2018215</u>	Application Fee	<u>\$1406</u>
Related File Number	<u>                    </u>	Conservation Authority Fee	<u>\$474.00</u>
Pre-consultation Meeting	<u>                    </u>	OSSD Form Provided	<u>                    </u>
Application Submitted	<u>Sept 9/18</u>	Planner	<u>Aisha/Steven</u>
Complete Application	<u>Sept 9/18</u>	Public Notice Sign	<u>                    </u>

**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:**

337 040 32700

**A. Applicant Information**

**Name of Owner**

Carolyn Lunski

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**

54 Woodhouse Ave

**Town and Postal Code**

Port Dover NOA 1W8

**Phone Number**

519-428-8898

**Cell Number**

**Email**

**Name of Applicant**

Shawn Sawatzky

**Address**

1486 Victoria St. N

**Town and Postal Code**

Kitchener, N2B 3E2

**Phone Number**

519-742-3525

**Cell Number**

**Email**

shawn@tropicalsunrooms.com



Name of Agent

Shawn Sawatzky

Address

1486 Victoria St. N

Town and Postal Code

Kitchener N2B 3E2

Phone Number

519-742-3525

Cell Number

Email

Shawn@tropicalsunrooms.com

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: Carolyn Lonski

## 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: 54 Woodhouse Ave

Present Official Plan Designation(s): Hazard Land

Present Zoning: Hazard Land

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: 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: *Existing 1 storey, 184m<sup>2</sup> house to remain. See plan for setbacks*
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.
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: *Unheated, 1 storey sunroom addition.*
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:  
*Since Construction*
9. Existing use of abutting properties:  
*Residential to the North, Lake Erie to the South*
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	<u>21.37 m</u>	<u></u>
Lot depth	<u>38.22 m</u>	<u></u>
Lot width	<u>693.3 m<sup>2</sup></u>	<u></u>
Lot area	<u>30.2%</u>	<u></u>
Lot coverage	<u>7.12</u>	<u></u>
Front yard	<u>8.32</u>	<u>7.3</u>
Rear yard	<u>7.12</u>	<u></u>
Left Interior side yard	<u>9.44</u>	<u></u>
Right Interior side yard	<u></u>	<u></u>
Exterior side yard (corner lot)	<u></u>	<u></u>

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

Expanding a legal non-conforming use under section 45(2) of the planning act

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

By-law: The by-law was changed after construction of home.

#### 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):



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 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. 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:

*Home owner's known history of property*

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

- |  |  |
|--|--|
| <input checked="" type="radio"/> Municipal piped water | <input type="radio"/> Communal wells         |
| <input type="radio"/> Individual wells                 | <input type="radio"/> Other (describe below) |
- 

Sewage Treatment

- |   |  |
|---|--|
| <input checked="" type="radio"/> Municipal sewers | <input type="radio"/> Communal system        |
| <input type="radio"/> Septic tank and tile bed    | <input type="radio"/> Other (describe below) |
- 

Storm Drainage

- |   |                                    |
|---|------------------------------------|
| <input checked="" type="radio"/> Storm sewers | <input type="radio"/> Open ditches |
| <input type="radio"/> Other (describe below)  | <input type="radio"/>              |
- 

2. Existing or proposed access to subject lands:

- |   |  |
|---|--|
| <input checked="" type="radio"/> Municipal road | <input type="radio"/> Provincial highway     |
| <input type="radio"/> Unopened road             | <input type="radio"/> Other (describe below) |

Name of road/street:

---

## 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.

We are proposing to install a seasonal sunroom on an existing deck.  
Long Point Conservation Authority has approved our conservation permit.

## 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. Existing and proposed easements and right of ways
4. Parking space totals – required and proposed
5. All dimensions of the subject lands
6. Dimensions and setbacks of all buildings and structures
7. Names of adjacent streets
8. Natural features, watercourses and trees

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
- ☐ Environmental Impact Study
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule
- ☐ Record of Site Condition
- ☐ Agricultural Impact Assessment

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. 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.

Carolyn Lunski

Owner/Applicant/Agent Signature

Aug 17/18

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.

☒ We Carolyn Lunski am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

I/We authorize Shawn Sawatzky 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.

Carolyn Lunski

Owner

Aug 17/18

Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

**K. Declaration**

I, Shawn Sawitzky of Kitchener

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/Agent Signature

In Simcoe, ON

This 9th day of September

A.D., 2018  
[Signature]

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

A Commissioner, etc.





# **Long Point Region Conservation Authority**

**PERMIT No.LPRCA-133/18**

**FOR DEVELOPMENT, INTERFERENCE WITH WETLANDS &  
ALTERATIONS TO SHORELINES & WATERCOURSES**

(CONSERVATION AUTHORITIES ACT - ONTARIO REGULATION 178/06, UNDER O.REG.97/04)

4 Elm Street  
Tillsonburg, ON  
N4G 0C4  
Phone (519) 842-4242  
Fax (519) 842-7123  
www.lprca.on.ca

Permission has been granted to:

Owner: Jack Hamilton and Carolyn Luntski

Telephone: 519-742-3525

Address: 54 Woodhouse Avenue

Postal Code: N2B 3E2

Port Dover, Ontario

Agent : Shawn Sawatzky

Telephone: \_\_\_\_\_

Address: 1486 Victoria Street North

Postal Code: \_\_\_\_\_

Kitchener, Ontario

Location/Address of works: 54 Woodhouse Avenue, Port Dover, Ontario; Roll No: 33-10-337-404-32700

Lot: 14 Concession: 1 Municipality: Woodhouse Watershed: Nanticoke Creek

Description of Works: To construct a sunroom.

Type of fill: N/A

**This permit is valid on the above location only for the period of:**

**DATE: July 19, 2018 – July 19, 2020**

This permit shall be subject to the following conditions:

The Applicant and owner, by acceptance of and in consideration of the issuance of this permit, agrees to the following conditions:

**GENERAL CONDITIONS: (SEE REVERSE SIDE OF PERMIT)**

**SPECIFIC CONDITIONS :**

1. Locations and dimensions of proposed works must be as indicated on the enclosed copy of the work permit application dated July 17, 2018 and the associated information.

**GENERAL CONDITIONS:**

1. This permit does not preclude any approvals required by any other laws or regulations.
2. Temporary sediment & erosion control measures shall be installed around any disturbed and/or exposed ground or excavated material stockpiles, remain in place until the site has been suitably stabilized, and must be monitored regularly to ensure effectiveness. Remedial/Emergency measures must be taken at any sign of failure. This step is considered necessary to prevent the undesirable migration of silt.
3. The Conservation Authority should be contacted within 48 hours prior to the commencement of construction.
4. Authorized representatives of the Long Point Region Conservation Authority may at any time enter onto the lands which are described herein in order to make any surveys, examinations or inspections which are required for the purpose of insuring that the work(s) authorized by this permit are being carried out according to the terms of this permit.
5. It is the responsibility of the permittee to ensure the development is located within the extent of the property boundaries owned by the proponent.
6. This permit is not assignable.
7. The project shall be carried out generally as per the plans submitted in support of the application as they may be amended by conditions of this permit.
8. This approval does not guarantee the soundness of the proposed work and it is the responsibility of the permittee to monitor and maintain the construction activity to ensure the integrity of the work.
9. The applicant agrees to maintain all existing drainage patterns.
10. Any activity or development other than that identified in this permit application must be reviewed by the LPRCA; at which time, staff will determine if additional approvals or an amended permit will be required.
11. Permits are valid for two years. No notice will be issued on expiration of the permit and it is the responsibility of the permittee to ensure a valid permit is in effect at the time work is occurring.





# Long Point Region Conservation Authority

4 Elm Street, Tillsonburg, ON N4G 0C4

Tel: (519) 842-4242 Fax: (519) 842-7123

Email: [planning@lprca.on.ca](mailto:planning@lprca.on.ca) Website: [www.lprca.on.ca](http://www.lprca.on.ca)

## Permit Application - Schedule A

REGULATION OF DEVELOPMENT, INTERFERENCE WITH WETLANDS AND  
ALTERATIONS TO SHORELINES AND WATERCOURSES (R.R.O. 1990 REG. 178/08)

**RECEIVED**

**L.P.R.C.A.**

JUL 17 2018

ACTION \_\_\_\_\_

FILE \_\_\_\_\_

Application #

LPRCA - 133/18

Office Use Only

Applicant/  
Owner's Name:

JACK HAMILTON AND CAROLYN LUNTSKI

Mailing Address:

54 WOODHOUSE AVE

N0A1N8

Street Address

P.O. Box

Apartment/Unit #

PORT DOVER

City/Town

Province

Postal Code

Primary Phone:

519-742-3525

Alternate Phone: \_\_\_\_\_

Email:

[shawna@tropicalsunrooms.com](mailto:shawna@tropicalsunrooms.com)

Agent's Name:

SHAWN SAWATZKY

☐

Check if same as above

Mailing Address:

1488 VICTORIA ST N

Street Address

P.O. Box

Apartment/Unit #

KITCHENER

City/Town

Province

Postal Code

Primary Phone:

Alternate Phone: \_\_\_\_\_

Email:

[shawna@tropicalsunrooms.com](mailto:shawna@tropicalsunrooms.com)

### Location of Proposed Work

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

Concession/Plan: \_\_\_\_\_

Municipality:

Norfolk

Municipal Address:

54 WOODHOUSE AVE., PORT DOVER, ONT.

Street Address

Tax Assessment Roll Number:

337-404-32700-000

Proposed work: (Check all appropriate boxes)

- ☐ Place, dump, or remove fill
- ☐ Site grading
- ☒ Construct a new building or structure
- ☐ Alter or renovate an existing building or structure
- ☐ Construct a septic system
- ☐ Construct erosion control or shoreline protection
- ☐ Construct new or replace existing watercourse crossing
- ☐ Other: (please describe) \_\_\_\_\_

Quantity of fill: \_\_\_\_\_

Proposed square footage: 240 SQft

Existing square footage: \_\_\_\_\_

Description of Proposed Works: INSTALL AN UNHEATED SUNROOM ON AN EXISTING DECK. \*SUNROOM DOES NOT INCREASE FOOTPRINT\*

PROPOSED START DATE: AUGUST 2018

PROPOSED COMPLETION DATE: AUGUST 2018

I understand that the information contained in this application form is accurate to the best of my knowledge and that the staff of the Long Point Region Conservation Authority (LPRCA) will undertake a detailed inspection of the subject lands as part of the application process.

Applicant Signature

Date

6-20-2018

Date

Agent Signature

**Development, Interference with Wetlands and Alterations to Shorelines and Watercourses  
Ontario Regulation 178/06**

**PROPERTY OWNER AUTHORIZATION**

Subject Property

Property Location 54 WOODHOUSE AVE

Municipal Address or Lot and Concession or Lot and Plan

Municipality PORT DOVER

Community \_\_\_\_\_

I/We JACK HAMILTON AND CAROLYN LUNTSKI

Hereby authorize SHAWN SAWATZKY OF TROPICAL SUNROOMS

To provide as my agent any required authorizations or consents, to submit the enclosed application to the Long Point Region Conservation Authority, and to appear on my behalf at any hearing(s) of the application and to provide any information or material required by the Board relevant to the application for the purposes of obtaining permission to develop, interfere with a wetland or alter a shoreline or watercourse in accordance with the requirements of Ontario Regulation 176/06 as amended.

Signature of Owner: \_\_\_\_\_

Date: \_\_\_\_\_

**APPLICATION FORM INSTRUCTIONS**

- Owner** The legal owner(s) of the property where the proposed development or alteration will be carried out.
- Applicant** If the applicant is not the same as the property owner, written authorization is required from all property owners on whose property the proposed work will be carried out. The authorization(s) must be submitted with the application.
- Agent** If the applicant has assigned another party as an agent to act on the applicant's behalf for the project, written authorization from the applicant is required so stating.
- Quantity of Fill** Approximate quantity expressed in cubic metres, cubic yards, truck loads (12 yards) or tandem truck loads (18 yards)
- Floor area** For residential development, area of living space including full height basement and additional storeys, but not including attached garage, non-habitable crawl space, open breezeways, docks or porches.



## APPLICATION CHECKLIST

**Submission:** LPRCA permit applications along with supporting information may be submitted in person to our office, or by fax, email or mail.

Office Use Only
Application # LPRCA-_____
List Issued: _____

**Pre-consultation:** Please contact LPRCA staff regarding the requirements specific to your proposal. Also, please make sure your contractors and consultants contact LPRCA staff before completing detailed drawings or technical studies.

**Complete application:** A complete application package includes (check all applicable):

Applicable	Submitted	
✓	<input type="checkbox"/>	A completed, signed and dated application form;
✓	<input type="checkbox"/>	Written authorization (if the applicant is not the owner of the property where the work is being done)
✓	<input type="checkbox"/>	Written authorization (if the property owner is assigning another party as an agent for the project);
✓	<input type="checkbox"/>	Application fee (see fee schedule, fees subject to change without notice);
✓	<input type="checkbox"/>	A scaled and detailed site plan;
✓	<input type="checkbox"/>	A scaled cross-sectional drawing and floor plans;

**Drawings:** One copy of all project drawings, reports, unless otherwise requested. Hardcopy drawings must be provided and readable on sheets no larger than 11" x 17". Electronic submission of drawings and reports is preferred. The drawings should include (either as part of the illustration or as notes).

- |   |                          |   |
|---|--------------------------|---|
| ✓ | <input type="checkbox"/> | Legal description of the property (e.g. roll number, lot, concession, municipality);  |
| ✓ | <input type="checkbox"/> | Scale, date, and directional arrow;   |
| ✓ | <input type="checkbox"/> | Dimensions of the property (a copy of a legal survey may be required);  |
| ✓ | <input type="checkbox"/> | Location, dimensions and geodetic elevations of all existing and proposed structures, grading, filling, excavating, and the distance to any waterbody(s) (e.g. wetlands, streams, lakes), valleys, steep slopes on or adjacent to the property; |
| ✓ | <input type="checkbox"/> | Location and type of sediment and erosion control measures (e.g. silt fence) and soil stabilization measures (e.g. seeding, sodding, planting)  |

**Technical reports:** One or more of the following technical reports may be required (as advised by LPRCA staff).

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Design drawings and description of the design elements for flood-proofing measures, stamped and certified by a qualified professional engineer (for development in floodplains and flood hazard areas)  |
| <input type="checkbox"/> | <input type="checkbox"/> | Slope stability study and erosion analysis, prepared by a qualified professional with expertise in geotechnical engineering, to determine the stable top-of-bank, the minimum development setback to address the potential erosion hazards, and associated foundation, construction, grading and drainage recommendations, in accordance with the Provincial Technical Guidelines (for development in erosion hazard areas) |
| <input type="checkbox"/> | <input type="checkbox"/> | Coastal engineering assessment prepared by a qualified professional with expertise in coastal engineering in accordance with LPRCA's Shoreline Management Plan and the Provincial Technical Guidelines addressing hydrodynamic forces affecting the design and indicating how the aggravation of erosion on neighbouring properties is avoided (for shoreline alterations).   |
| <input type="checkbox"/> | <input type="checkbox"/> | Environmental Impact Study (EIS) clearly indicating that there will be no negative impact to the form or function of the wetland to the satisfaction of LPRCA (for development near wetlands)   |
| <input type="checkbox"/> | <input type="checkbox"/> | Hydraulic analysis by a qualified professional engineer addressing flood conveyance, storage-discharge, and changes in flood levels on-site and on adjacent properties (for development in floodplains, watercourse alterations).   |
| <input type="checkbox"/> | <input type="checkbox"/> | Complex and large-scale proposals may require additional technical studies and plans.   |

<b>For Office Use Only</b>	
Application Submitted: _____	
Complete Application: _____	
Application Fee: _____	Paid: _____
Board Approval Required Date of Board Meeting: _____	



## GENERAL CONDITIONS OF PERMIT

1. This permit does not absolve the permittee of the responsibility of obtaining necessary permission from applicable federal and provincial agencies or local municipalities.
2. The permittee agrees by acceptance of the permit:
  - a) to indemnify and save harmless, the Long Point Region Conservation Authority and its officers, employees, or agents, from and against all damage, injury, loss, costs, claims, demands, actions and proceedings, arising out of or resulting from any act or omission of the permittee or of any of his agents, employees or contractors relating to any of the particular terms or conditions of this permit.
  - b) that this permit shall not release the permittee from any legal liability or obligation and remains in force subject to all limitations, requirements, requirements and liabilities imposed by law.
  - c) to provide certification of conformance to ensure compliance with the intent of the permit. This certification must be provided by an accredited professional and is to be submitted as may be specified in the permit.
3. Authorized representatives of the Long Point Region Conservation Authority will be granted entry at any time into lands and buildings which are the subject of this permit application in order to make such surveys, examinations, investigations, inspections or other arrangements which such representatives deem necessary.
4. The project shall be carried out generally as per the plans submitted in support of the application as they may be amended by conditions of this permit.
5. Any activity or development other than that identified in this permit application must be reviewed by the LPRCA; at which time, staff will determine if additional approvals or an amended permit will be required.
6. The Long Point Region Conservation Authority may cancel this permit or may change any of the conditions at any time and without prior notice if it is determined that:
  - a) the works are not in conformance with the intent of the permission granted;
  - b) the information presented to obtain a permit is false;
  - c) the works or method of construction has detrimental impacts on the environment.
7. Temporary sediment & erosion control measures shall be installed around any disturbed and/or exposed ground or excavated material stockpiles, remain in place until the site has been suitably stabilized, and must be monitored regularly to ensure effectiveness. Remedial/Emergency measures must be taken at any sign of failure.
8. The applicant agrees to maintain all existing drainage patterns except as expressly identified in this permit.
9. It is the responsibility of the permittee to ensure the development is located within the extent of the property boundaries owned by the proponent.
10. This approval does not guarantee the soundness of the proposed work and it is the responsibility of the permittee to monitor and maintain the construction activity to ensure the integrity of the work.
11. This permit shall not be assigned (non-transferable).
12. Permits are valid for two years. No notice will be issued on expiration of the permit and it is the responsibility of the permittee to ensure a valid permit is in effect at the time work is occurring.
13. The Conservation Authority should be contacted within 48 hours prior to the commencement of construction.
14. The Long Point Region Conservation Authority may make copies of Schedule A, as required, for the purposes of assessing the proposal and, where approved, to form part of the permit issued.

### NOTICE OF COLLECTION

Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Individual Privacy Act, 1989, the personal information contained on this form is collected under the legal authority of the Conservation Authorities Act, R.S.O. 1980, c85, as amended. This information is used to assess applications for and, where approved, issue comment. The name of the applicant, location of the work and a description of the project may be published in LPRCA documents, including agendas, reports and meeting minutes which are posted on the LPRCA website. Questions about the collection of personal information should be directed to the Freedom of Information Coordinator, Long Point Region Conservation Authority, 4 Elm Street, Tillsonburg, Ontario, N4G 0C4, (519) 842-4242.

WOODHOUSE AVENUE



# SITE PLAN DATA

64 WOODHOUSE AVE. PORT DOVER, ONT. N0A 1N8  
PLAN 348  
LOT 117

LOT AREA.....693.3 m<sup>2</sup>

GFA.....EXISTING.....184 m<sup>2</sup>

PROPOSED.....25.26 m<sup>2</sup>

TOTAL.....209.26 m<sup>2</sup>

GFALOT AREA RATIO.....30.2%

SCALE: 1=200



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

1

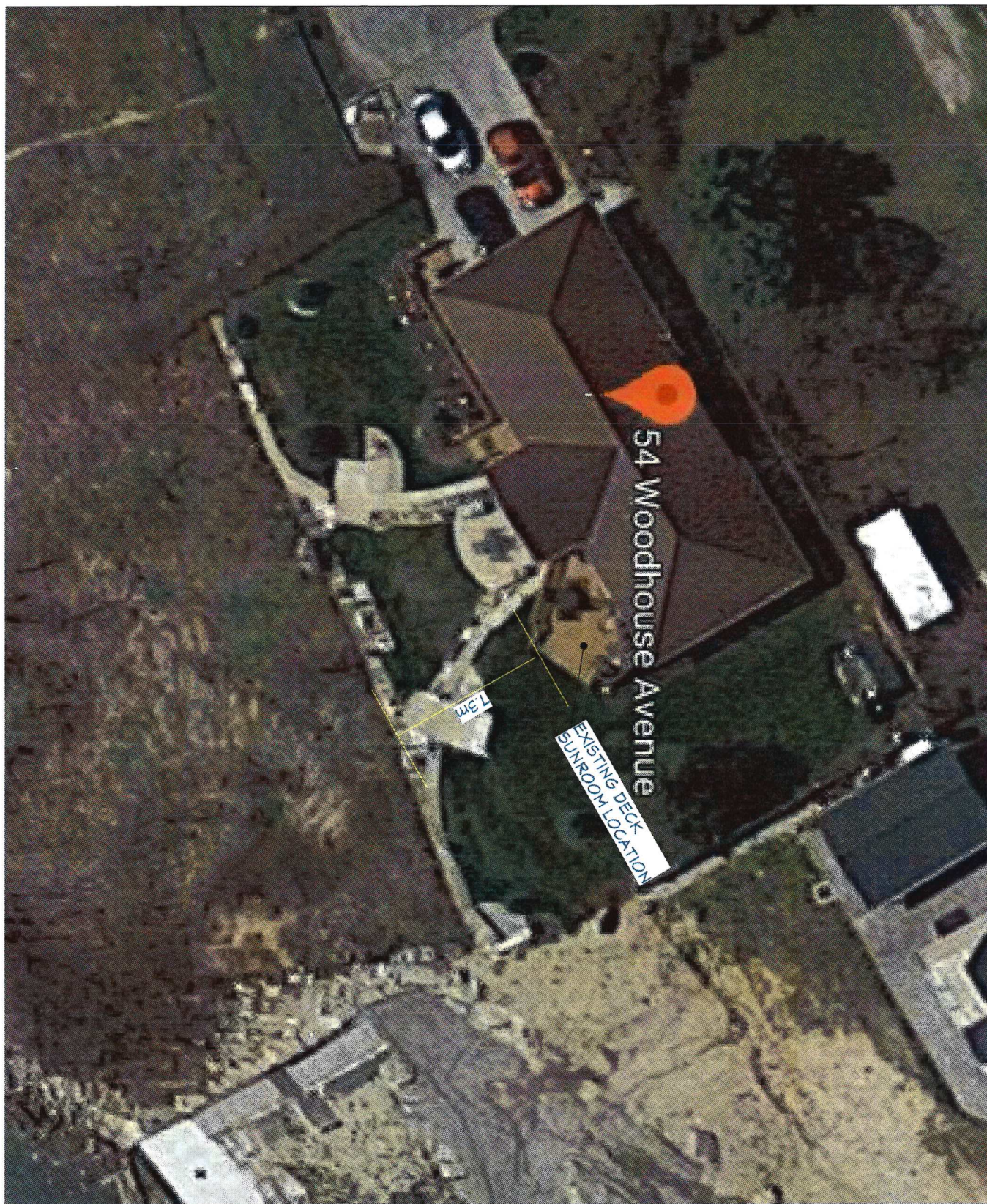
I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

BCIN: 28441

DRAWN BY:  
SMS

*Shawn Sawatzky*





CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

2

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

BCIN: 28441

DRAWN BY:

SMS

*Shawn Sawatzky*





SUNROOM TO BE INSTALLED  
ON EXISTING DECK



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

3

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

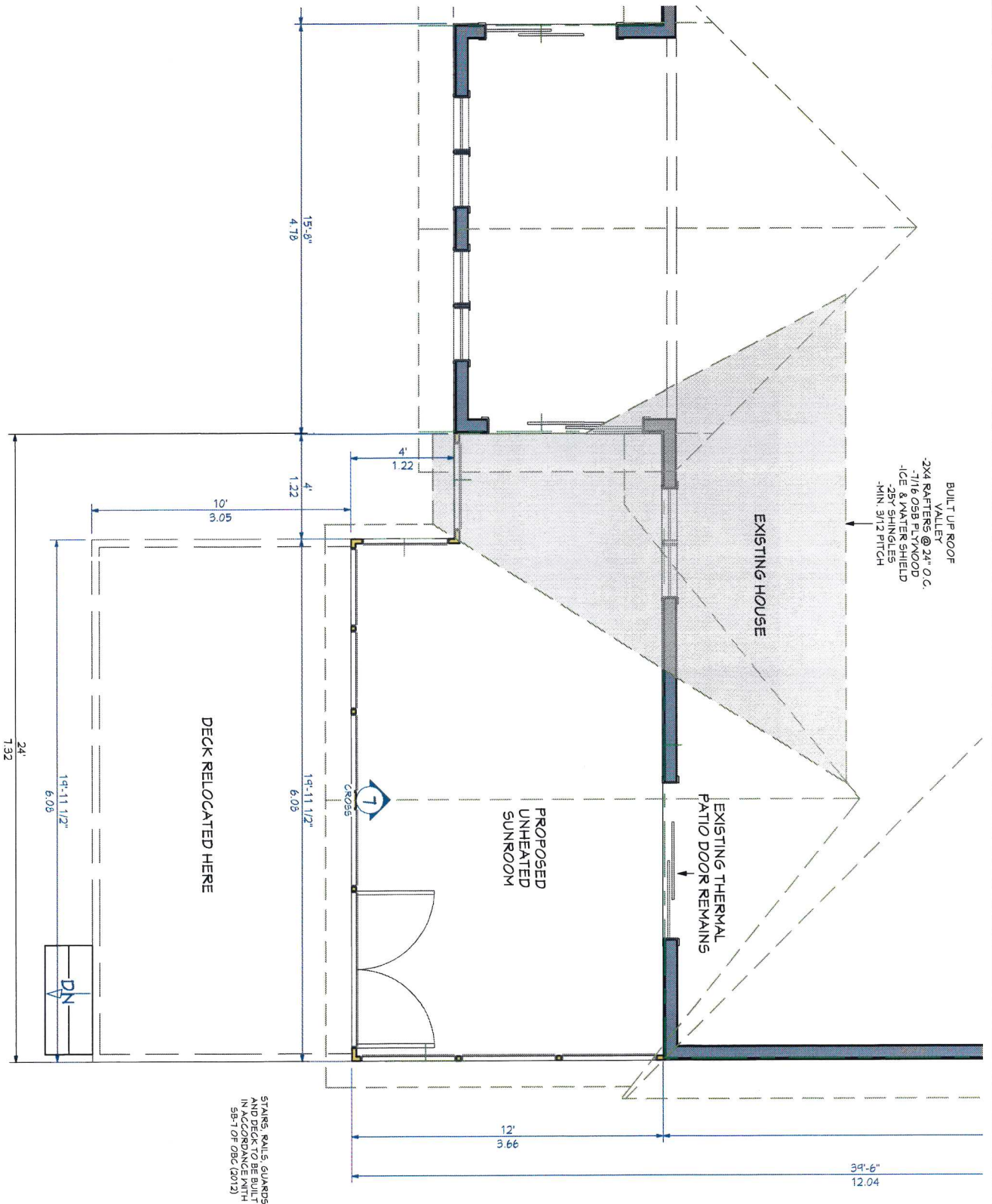
DRAWN BY:

SMS

BCIN-28441

*Shawn Sawatzky*





# MAIN FLOOR

SCALE: 3/16" = 1'



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

4

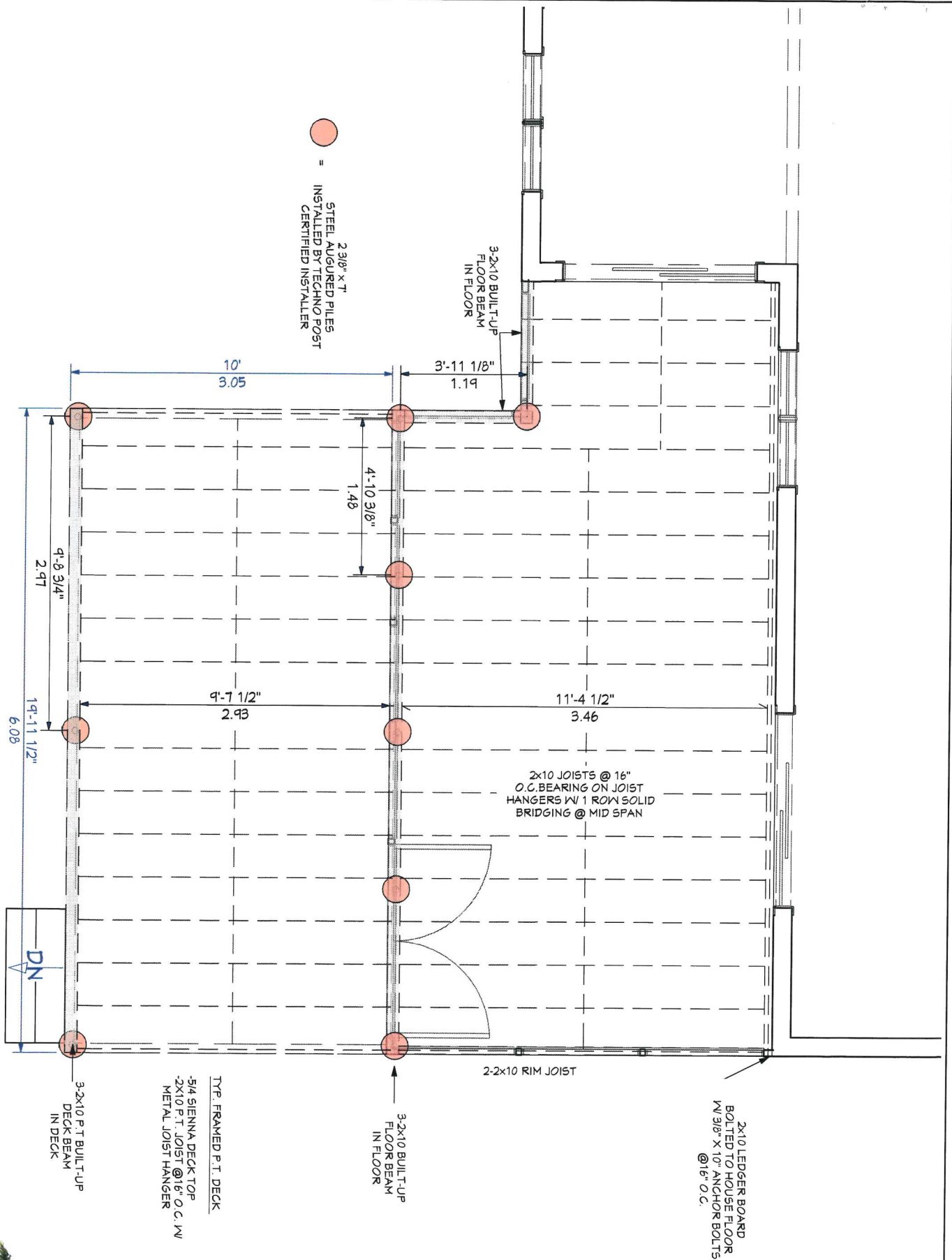
I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

DRAWN BY:

SMS

BCIN: 28441

 = STEEL AUGURED PILES  
 2 3/8" x 7"  
 INSTALLED BY TECHNO POST  
 CERTIFIED INSTALLER



CONTRACTOR:  
 TROPICAL SUNROOMS, INC.  
 1486 VICTORIA ST. N  
 KITCHENER, ONT. N2B 3E2

OWNER:  
 JACK HAMILTON & CAROLYN  
 LUNTSKI  
 54 WOODHOUSE AVE. PORT  
 DOVER N0A 1N8

5

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
 REVIEWED AND TAKE RESPONSIBILITY FOR  
 THIS DESIGN AND I HAVE MET THE  
 REQUIREMENTS AND QUALIFICATIONS AS  
 SET OUT IN THE ONTARIO BUILDING CODE.  
 BCIN: 28441

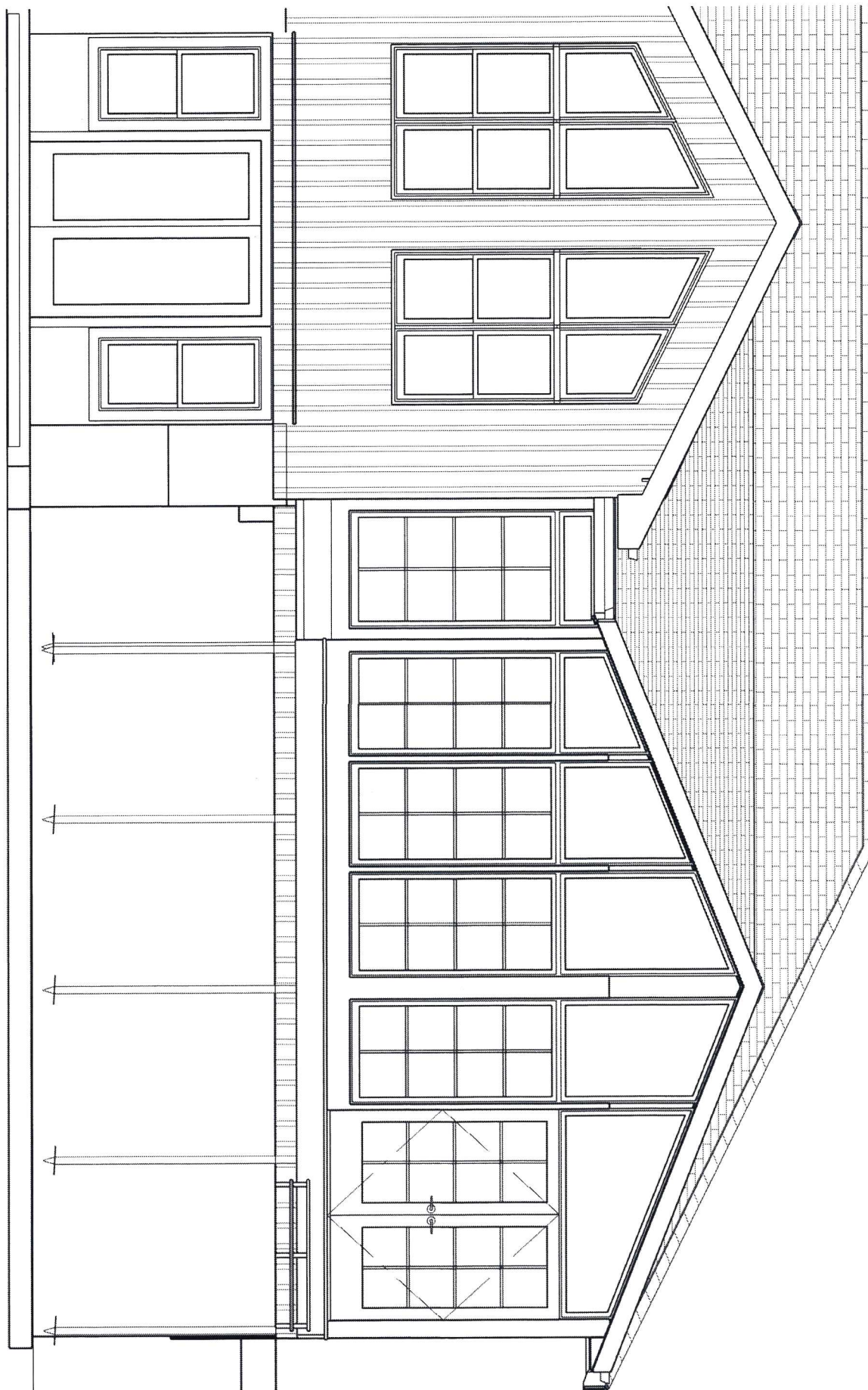
DRAW  
 N BY:  
 SMS

FLOOR FRAMING  
 SCALE: 1/4" = 1'



# REAR ELEVATION

SCALE: 1/4" = 1'



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

6

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.  
BCIN: 28441

DRAW  
N BY:  
SMS

*Shawn Sawatzky*



# LEFT ELEVATION

SCALE: 1/4" = 1'



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

7

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

BCIN: 28441

DRAWN BY:

SMS

*Shawn Sawatzky*

EXISTING  
DECK NOT SHOWN

RIGHT ELEVATION

SCALE: 1/4" = 1'



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

8

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

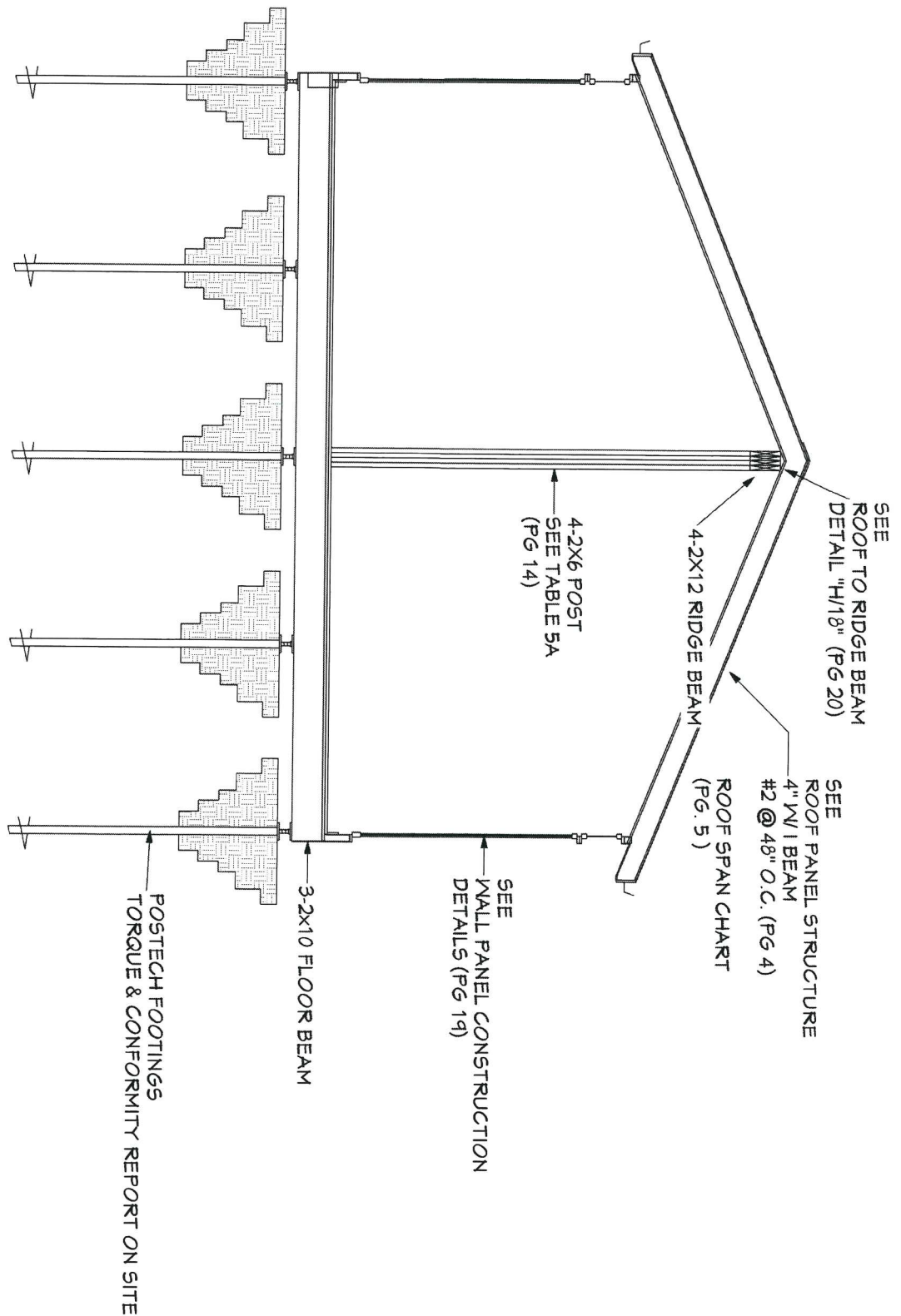
BCIN: 28441

DRAW  
N BY:

SMS

*Shawn Sawatzky*





# CROSSSECTION

SCALE: 1/4" = 1'



CONTRACTOR:  
TROPICAL SUNROOMS, INC.  
1486 VICTORIA ST. N  
KITCHENER, ONT. N2B 3E2

OWNER:  
JACK HAMILTON & CAROLYN  
LUNTSKI  
54 WOODHOUSE AVE. PORT  
DOVER N0A 1N8

9

I CERTIFY THAT I, SHAWN SAWATZKY, HAVE  
REVIEWED AND TAKE RESPONSIBILITY FOR  
THIS DESIGN AND I HAVE MET THE  
REQUIREMENTS AND QUALIFICATIONS AS  
SET OUT IN THE ONTARIO BUILDING CODE.

DRAWN BY:

SMS

BCIN: 28441

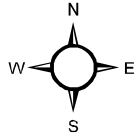




# MAP 1

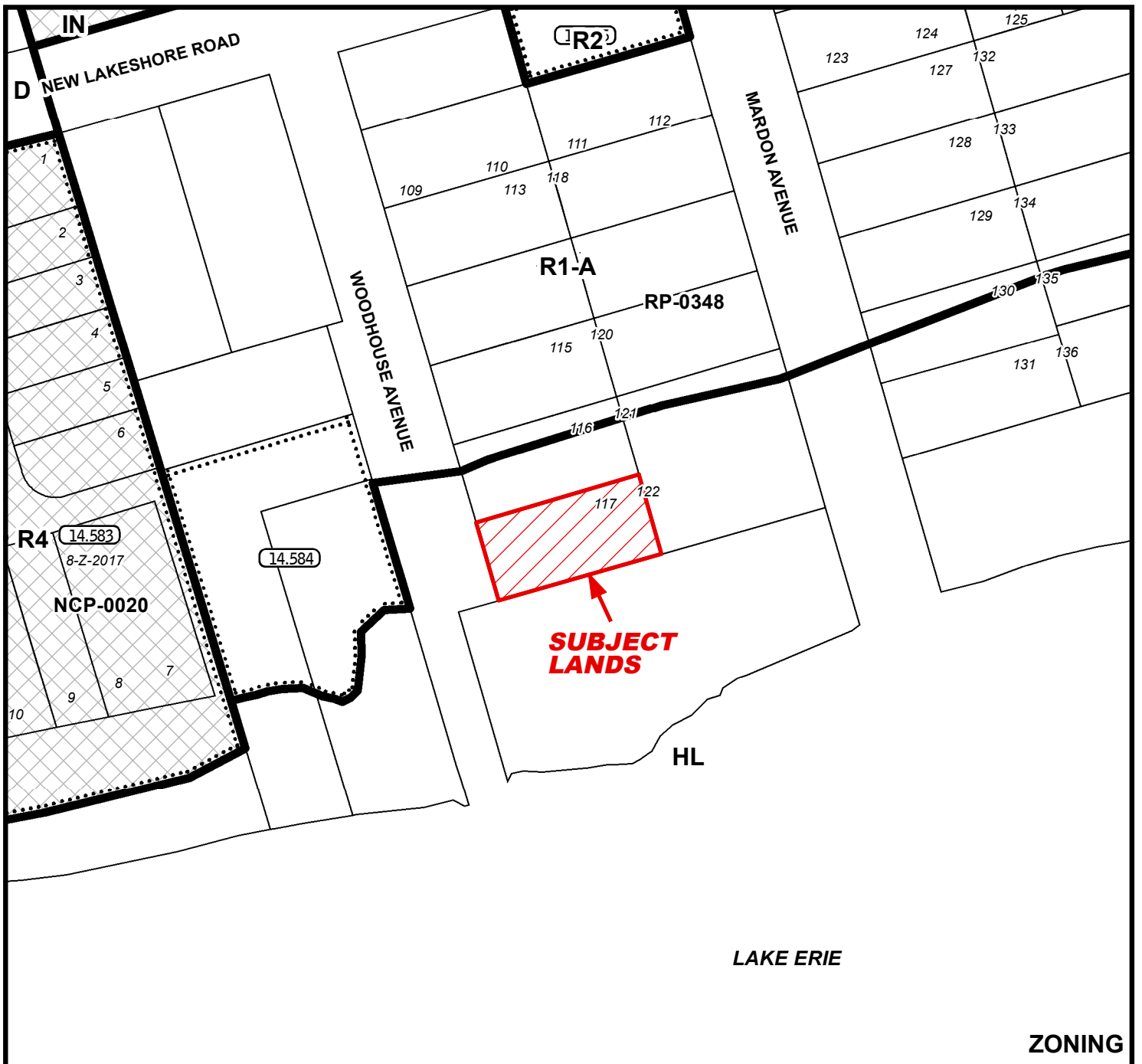
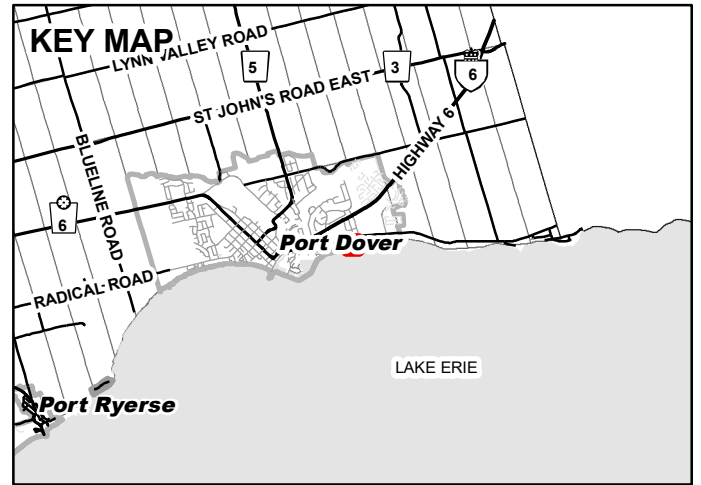
## File Number: ANPL2018215

Geographic Township of  
**WOODHOUSE**



1:1,300

10 5 0 10 20 30 40 Meters





## MAP 2

File Number: ANPL2018215

Geographic Township of WOODHOUSE



2.5 2.5 5 7.5 10 Meters

1:700



# MAP 3

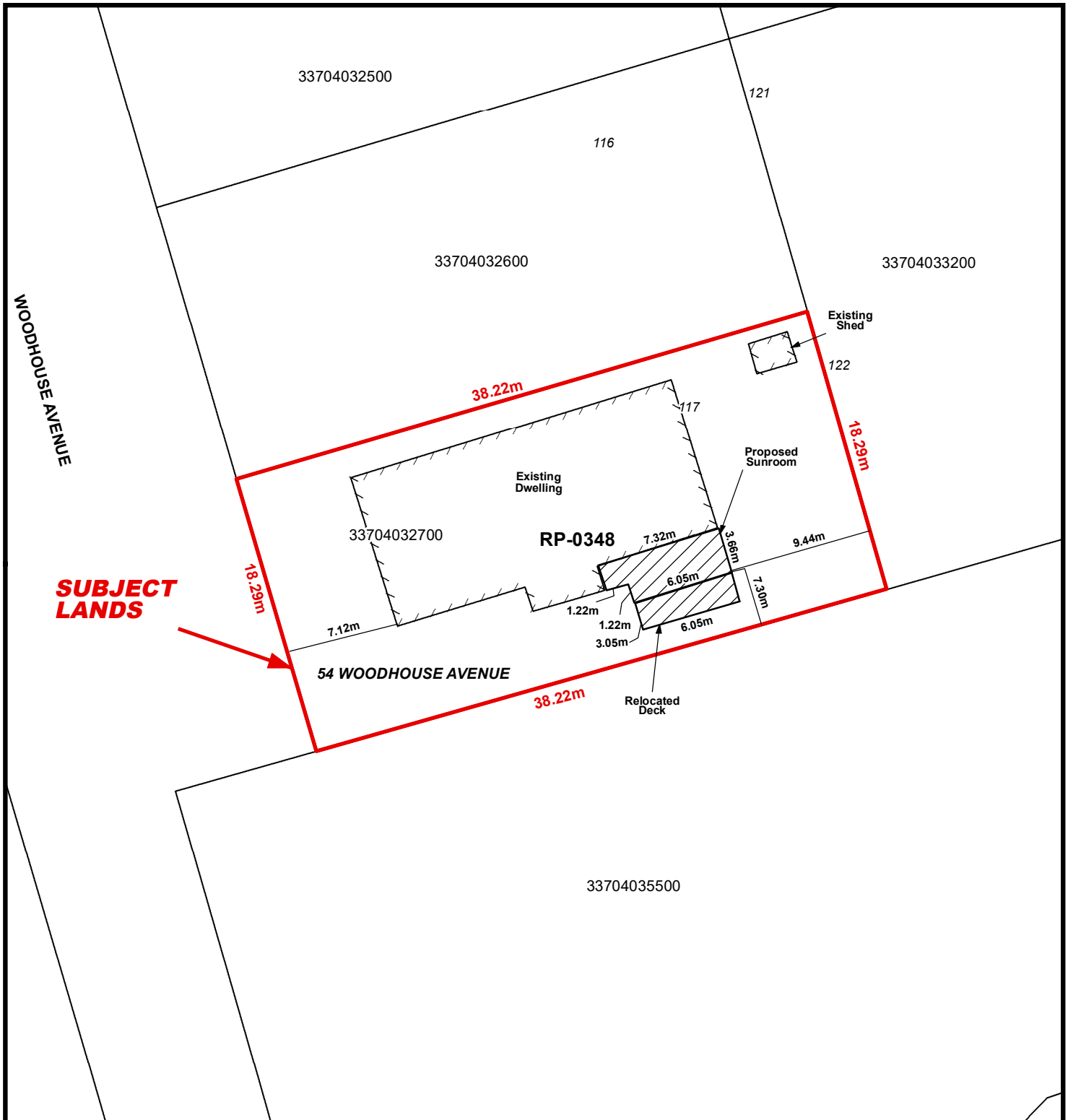
File Number: ANPL2018215

Geographic Township of WOODHOUSE



0 1 2 3 4 Meters

1:350

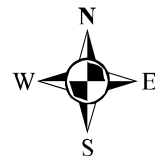




# LOCATION OF LANDS AFFECTED

File Number: ANPL2018215

Geographic Township of WOODHOUSE



0 1 2 3 4 Meters

1:350

