

JUN 10 2020

**For Office Use Only:**

File Number ANPL2020133  
 Related File Number \_\_\_\_\_  
 Pre-consultation Meeting \_\_\_\_\_  
 Application Submitted \_\_\_\_\_  
 Complete Application July 13, 2020

DEVELOPMENT AND  
CULTURAL SERVICES

Application Fee \_\_\_\_\_  
 Conservation Authority Fee \_\_\_\_\_  
 Well & Septic Info Provided \_\_\_\_\_  
 Planner \_\_\_\_\_  
 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:** 3310 493 010 009950 0000

**A. Applicant Information**

**Name of Owner** Brad and Becky Fitch

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 581 Peel Street  
 Town and Postal Code Delhi, N4B 2G8  
 Phone Number 519-429-0373 Brad Cell  
 Cell Number 519-718-3536 Becky Cell  
 Email bradfgc@live.com

**Name of Applicant** same as above

Address \_\_\_\_\_  
 Town and Postal Code \_\_\_\_\_  
 Phone Number \_\_\_\_\_  
 Cell Number \_\_\_\_\_  
 Email \_\_\_\_\_

**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 and notices 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:

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

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

Present Vacant Lot - Chr Con 11 PT Lot 7 RP 37R9466 Part 1  
Delhi, Norfolk County

Municipal Civic Address: 2184 Charlotteville West Quarter Line Road

Present Official Plan Designation(s): Agriculture Zone

Present Zoning: Agriculture Zone

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

☒ Yes ☐ No If yes, please specify:

Agriculture Zone / Residential

3. Present use of the subject lands:

Residential Vacant Lot

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, and height on your attached sketch which must be included with your application:

None

5. If an addition to an existing building is being proposed, please explain what it will be used for (for example a bedroom, kitchen, or bathroom). If new fixtures are proposed, please describe.

None

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, and height on your attached sketch which must be included with your application:

Accessory Building and Single Detached Family Home, please see attached plans

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:

N/A

9. Existing use of abutting properties:

North and East side of lot is cash crop, south side is Ag/Residential dwelling

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, for example: m, m<sup>2</sup> or %

Lot frontage	200 ft / 60.96m	Note: all measurements are on site plan provided
Lot depth	300 ft / 91.44	
Lot width	200 ft / 60.96m	
Lot area		
Lot coverage	60,000sq.ft / 5574.1824sqm	
Front yard		
Rear yard		
Left Interior side yard		
Right Interior side yard		
Exterior side yard (corner lot)		

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

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

The vacant residential lot is zoned A Zone. Lot coverage (size of building) permits a size of 200sq.m; we're proposing 446sq.m

Please see attached explanation to why we're proposing a larger accessory building.

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: \_\_\_\_\_

Buildings on retained land: \_\_\_\_\_

**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: (for example: corn, orchard, livestock) \_\_\_\_\_

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

Owners Name: \_\_\_\_\_  
Roll Number: \_\_\_\_\_  
Total Acreage: \_\_\_\_\_  
Workable Acreage: \_\_\_\_\_  
Existing Farm Type: (for example: corn, orchard, livestock) \_\_\_\_\_  
Dwelling Present?: ☐Yes ☐No If yes, year dwelling built \_\_\_\_\_

Owners Name: \_\_\_\_\_  
Roll Number: \_\_\_\_\_  
Total Acreage: \_\_\_\_\_  
Workable Acreage: \_\_\_\_\_  
Existing Farm Type: (for example: corn, orchard, livestock) \_\_\_\_\_  
Dwelling Present?: ☐Yes ☐No If yes, year dwelling built \_\_\_\_\_

Owners Name: \_\_\_\_\_  
Roll Number: \_\_\_\_\_  
Total Acreage: \_\_\_\_\_  
Workable Acreage: \_\_\_\_\_  
Existing Farm Type: (for example: corn, orchard, livestock) \_\_\_\_\_  
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 (for example: gas station, or petroleum storage):

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:

To our knowledge the (vacant) lot has been severed off and in recent years it has been used for farmland.

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:

Land was previously used for farming

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 Wellhead Protection Area (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  
☒ Individual wells

- ☐ Communal wells  
☐ Other (describe below)

Proposed for House only

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Sewage Treatment

- ☐ Municipal sewers

- ☐ Communal system

- ☒ Septic tank and tile bed in good working order

- ☐ Other (describe below)

Proposed for House only

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Storm Drainage

- ☐ Storm sewers  
☐ Other (describe below)

- ☒ Open ditches
- 

2. Existing or proposed access to subject lands

- ☒ Municipal road

- ☐ Provincial highway

- ☐ Unopened road

- ☐ Other (describe below)

Name of road/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?

Two - Brad owner / operator Becky - bookkeeper (all books will be completed in house or remote from building)

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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.

Please see attached.

\* Over all Site Plan attached

\* Accessory Building Design Plans attached.

\* Notification of new civic address attached.

## **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. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
8. Names of adjacent streets
9. 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 (to verify location and condition)
- ☐ 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 Conservation and Parks, 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

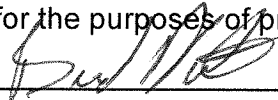
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

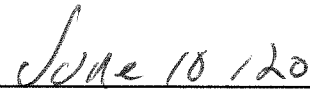
Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

### 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.



Owner/Applicant/Agent Signature



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 Brad Fitch am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Becky Fitch 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



Date



Owner



Date

**K. Declaration**

I, Reedley Fitch 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:

\_\_\_\_\_

Reedley Fitch

Owner/Applicant/Agent Signature

In NORFOLK COUNTY

This 10<sup>th</sup> day of JUNE 2020

A.D., 20\_\_\_\_

Sherry Ann Mott, a  
Commissioner, etc., Province of Ontario,  
for the Corporation of Norfolk County.  
Expires January 5, 2023.

Sherry Ann Mott, a  
Commissioner, etc., Province of Ontario,  
for the Corporation of Norfolk County.  
Expires January 5, 2023.

\_\_\_\_\_  
A Commissioner, etc.

C. Purpose of Development Application

#3: Please explain why it is not possible to comply with the provision(s) of the Zoning By-law:

We're purposing an accessory building size of: 446 sq.m

We own a business, where all work is completely done off site. We need an accessory building large enough to storage all our equipment for our business and for our personal items.

**Regarding our business, we contract out to do the following:**

In the winter months: We snow plow multiple Norfolk County municipality parking lots, walkways and conservation areas, along with EMS parking lots and fire hydrants. As well as multiple GEDSB school parking lots and, a variety of other commercial and residential sites.

Spring, Summer & Fall months: We cut grass and grounds maintenance, within multiple Counties/ Townships. ie: Township of Tillsonburg and Haldimand County  
As well as other commercial and residential sites within the surrounding areas.

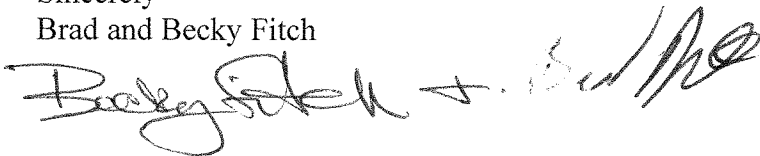
Along side the grass maintenance we have a concrete contracting side of the business; work is completed for both Commercial and Residential properties.

The shop we are renting from now is asking us to be out by the end of the year.

Your support for building the purposed accessory building, it would absolutely be appreciated.

Sincerely

Brad and Becky Fitch

Handwritten signatures of Brad and Becky Fitch, with a plus sign between them.

Please contact us if you have any questions.

- 519-429-0373 Brad
- 519-718-3536 Becky



# NOTIFICATION OF NEW CIVIC ADDRESS



## Geographic Township of CHARLOTTEVILLE

Property Owner:

**Bradley Fitch**

Property Assessment Number:

**3310 493 010 009950 0000**

Legal Description:

**CHR CON 11 PT LOT 7 RP  
37R9466 PART 1**

NEW Civic Address:

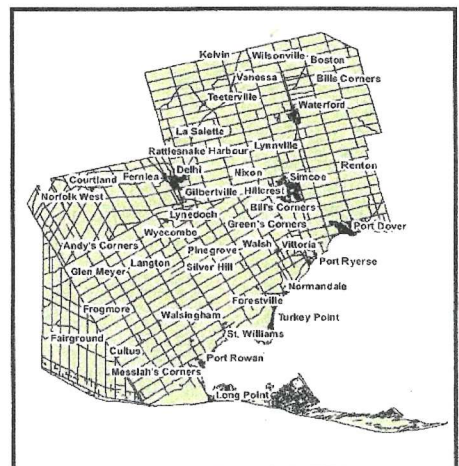
**2184 CHARLOTTEVILLE WEST QUARTER  
LINE ROAD**

Norfolk County has assigned a new civic address to the highlighted property. This office is in the process of notifying the appropriate 911 Emergency Services agencies, utilities and property owner. Please ensure that your records are updated. If you have any questions please contact:

Lisa Atkinson  
GIS Technician  
Norfolk County  
(519) 426-5870 x1844  
lisa.atkinson@norfolkcounty.ca

OR

Rebecca Dang  
GIS Analyst  
Norfolk County  
(519) 426-5870 x1843  
rebecca.dang@norfolkcounty.ca



Date: 5/13/2020

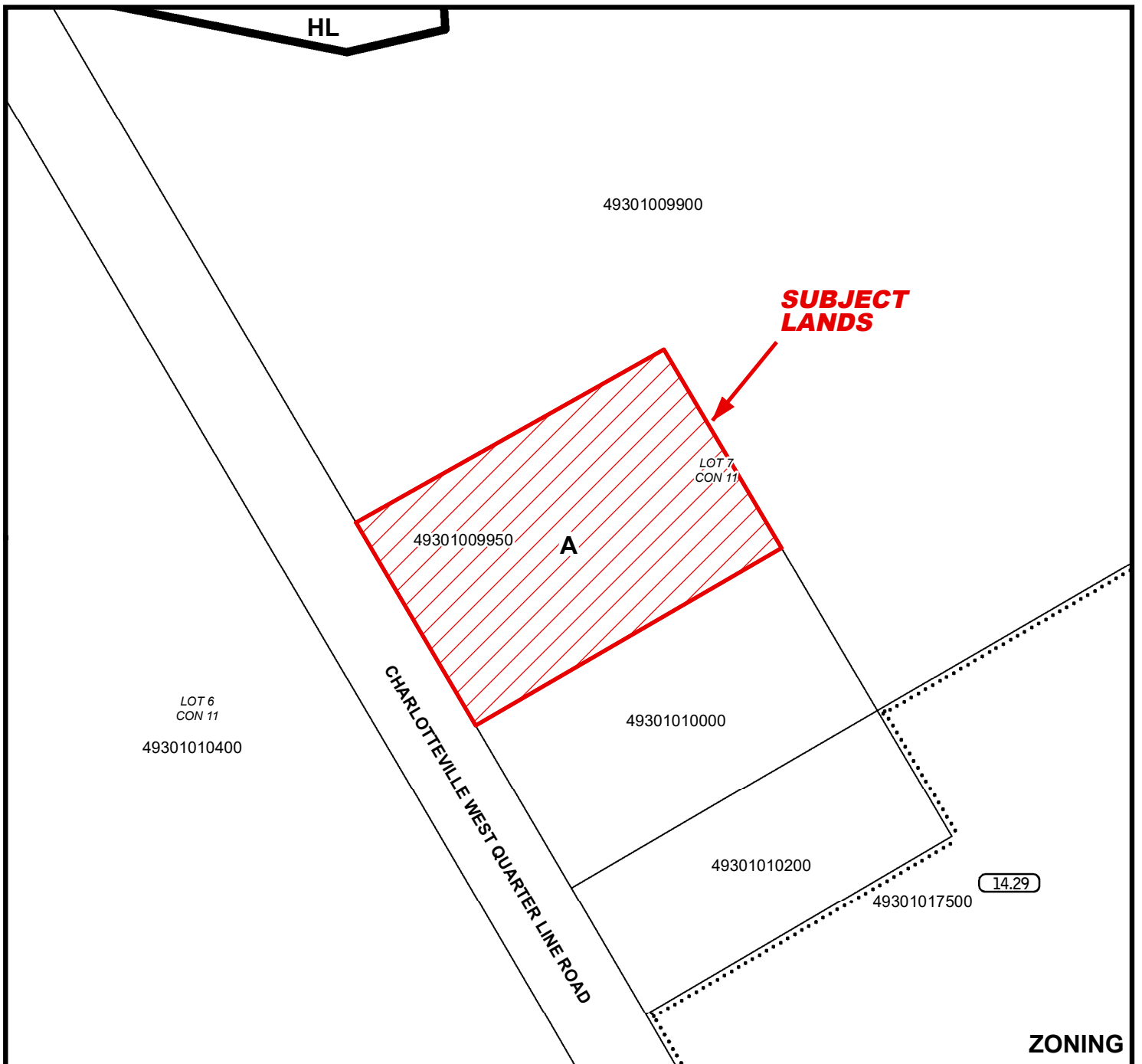
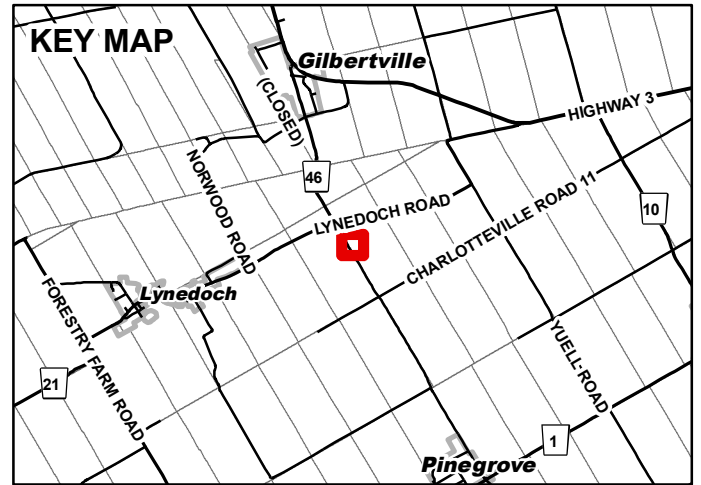
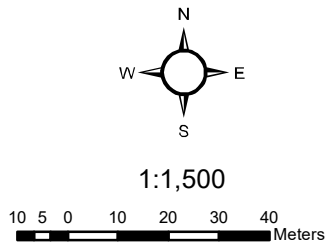






SCALE	1"=20'-0"
PLOT DATE	2020.06.05
REV. DATE	2020.06.05

**MAP 1**  
**File Number: ANPL2020133**  
Geographic Township of  
**CHARLOTTEVILLE**

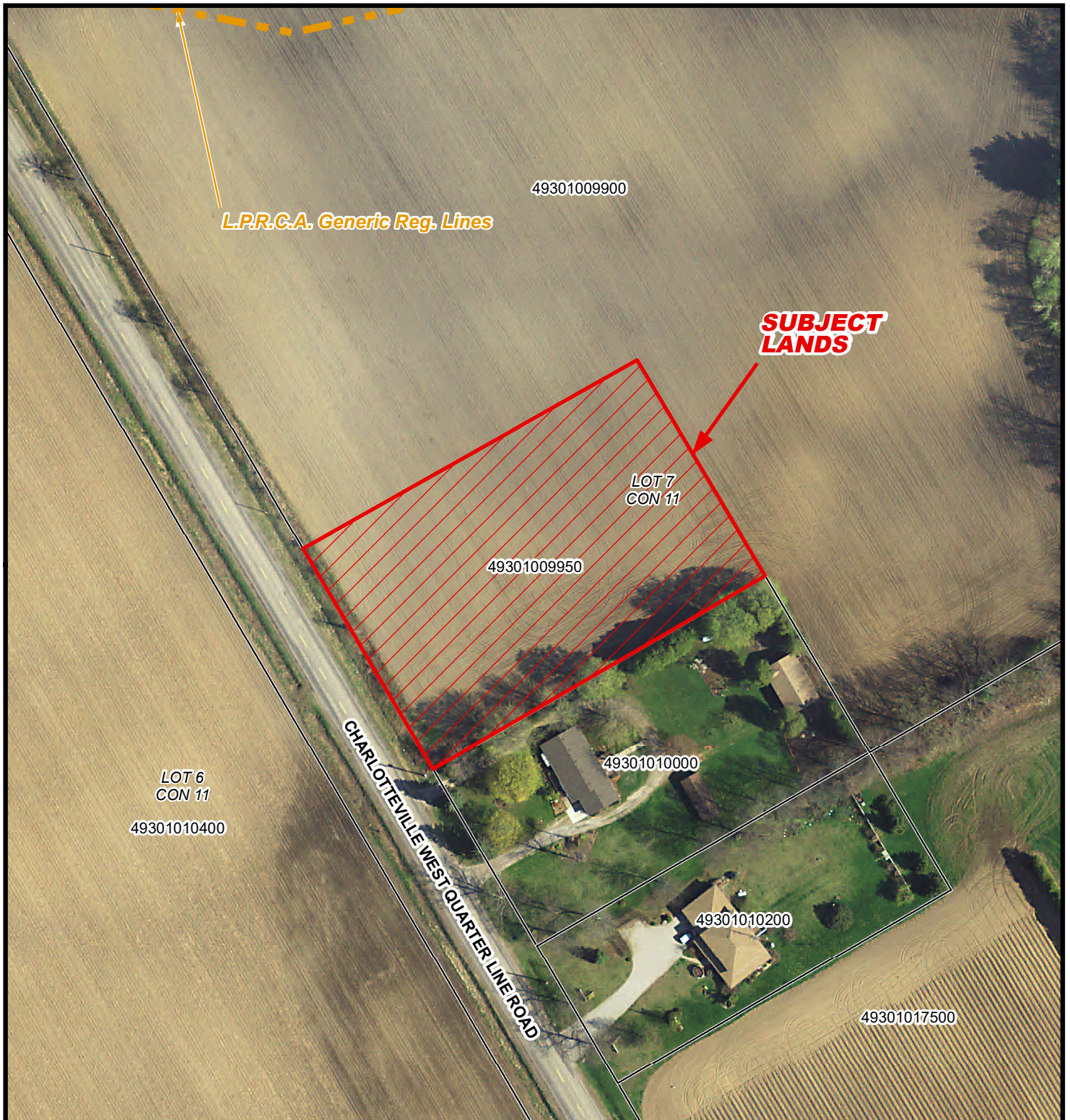
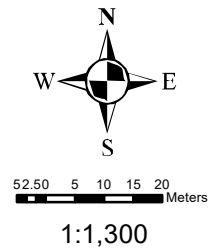




# MAP 2

File Number: ANPL2020133

Geographic Township of CHARLOTTEVILLE

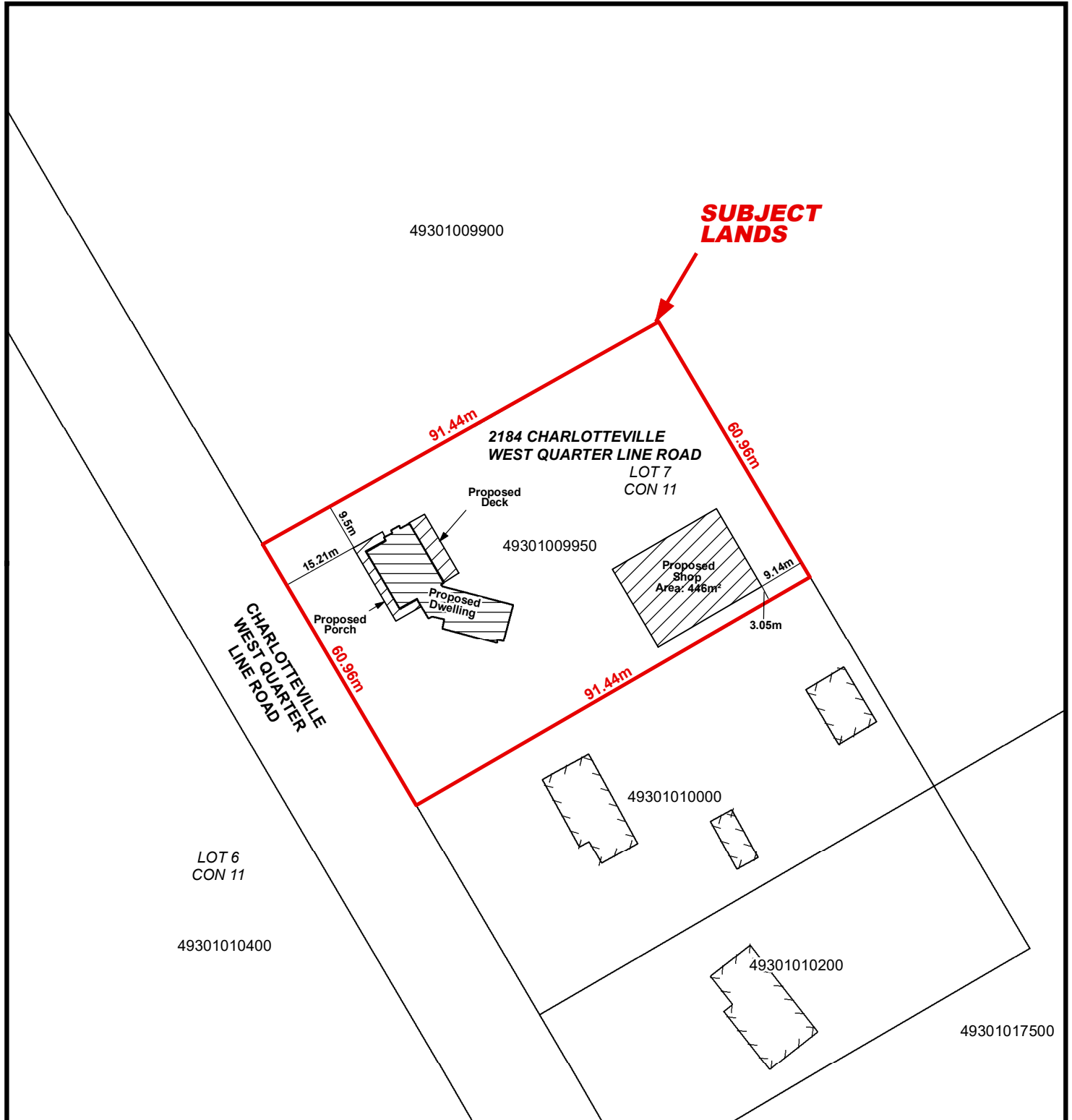
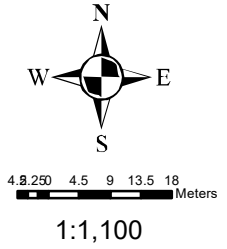




# MAP 3

File Number: ANPL2020133

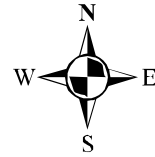
Geographic Township of CHARLOTTEVILLE



# LOCATION OF LANDS AFFECTED

File Number: ANPL2020133

Geographic Township of CHARLOTTEVILLE



4.8 250 4.5 9 13.5 18 Meters

1:1,100

