

For Office Use Only:

File Number ANPL2021168

Related File Number

Pre-consultation Meeting

Application Submitted

Complete Application

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: 3310-0334030417000000**A. Applicant Information****Name of Owner**

Joan Fallis & Lee Buffin

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 28 Broad Street

Town and Postal Code Port Dover, N0A 1N7

Phone Number 519-583-0429

Cell Number

Email ~~buffal~~@nor-del.net

buffal

Name of Applicant

Joan Fallis and Lee Buffin

Address 28 Broad Street

Town and Postal Code Port Dover, N0A 1N7

Phone Number 519-583-0429

Cell Number

Email ~~buffal~~@nor-del.net

buffal



Name of Agent	Bill Klyn Carpentry Inc. (Mark Klyn)
Address	2 Palmer Street East
Town and Postal Code	Norwich, N0J 1P0
Phone Number	519-424-2816
Cell Number	519-532-4494
Email	mark@bklcarpentry.ca

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:

None

B. Location, Legal Description and Property Information

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

PDOV, Plan 207, BLK 81, Lot 11 to 13, Lot 15

Municipal Civic Address: 28 Broad Street

Present Official Plan Designation(s): Hazard Land

Present Zoning: R1

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

☒ Yes ☐ No If yes, please specify:

Hazard Land Zoning

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

House and shed - see lot survey

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.

Adding a sunroom in place of existing deck. Used as a leisure area

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:

Sunroom in place of existing deck - see lot survey and drawings

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 1936

9. Existing use of abutting properties:

Residential

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, m² or %

Lot frontage	<u>151.7 m</u>	<u>151.7m</u>
Lot depth	<u>IRREG</u>	<u></u>
Lot width	<u>IRREG</u>	<u></u>
Lot area	<u>1133 sq.m.</u>	<u>1133 sq.m.</u>
Lot coverage	<u>17%</u>	<u>19%</u>
Front yard	<u>—</u>	<u>—</u>
Rear yard	<u>14 m</u>	<u>14m</u>
Left Interior side yard	<u>6.9 (to house)</u>	<u>5.8m</u>
Right Interior side yard	<u>—</u>	<u>—</u>
Exterior side yard (corner lot)	<u>—</u>	<u>—</u>

→ 5.8m to edge of deck

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

No setback relief necessary,
Applying for relief of Hazard Land Zoning

↳ Minor Variance to the Hazard Land Zoning to allow for the construction of a sunroom.

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

The existing house and deck are located in a Hazard Land zone. Changes to the existing construction are not allowed within the provisions of the Zoning by-law

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:
Residential use since 1936

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:

No indication of endangered or threatened species - proposed project has been approved by the LPRCA (permit included)

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:

Proposed project will not have any impact on drainage or grading.

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)
-

Sewage Treatment

- ☒ Municipal sewers
☐ Septic tank and tile bed in good working order

- ☐ Communal system
☐ Other (describe below)
-

Storm Drainage

- ☒ Storm sewers
☐ Other (describe below)

- ☐ Open ditches
-

2. Existing or proposed access to subject lands

- ☒ Municipal road
☐ Unopened road

- ☐ Provincial highway
☐ Other (describe below)

Name of road/street:

Broad 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.

The proposed work has been approved by the LPRCA

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

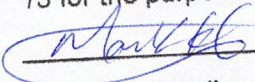
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

May 17, 2021
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 JOAN FALLIS & LEE BUFFIN am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Bill Klyn Carpentry Inc. - Mark Klyn 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.

Joan E. Fallis
Owner
L. Lee Buffin
Owner

May 17, 2021
Date
May 17, 2021
Date



K. Declaration

I, _____ of _____

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:

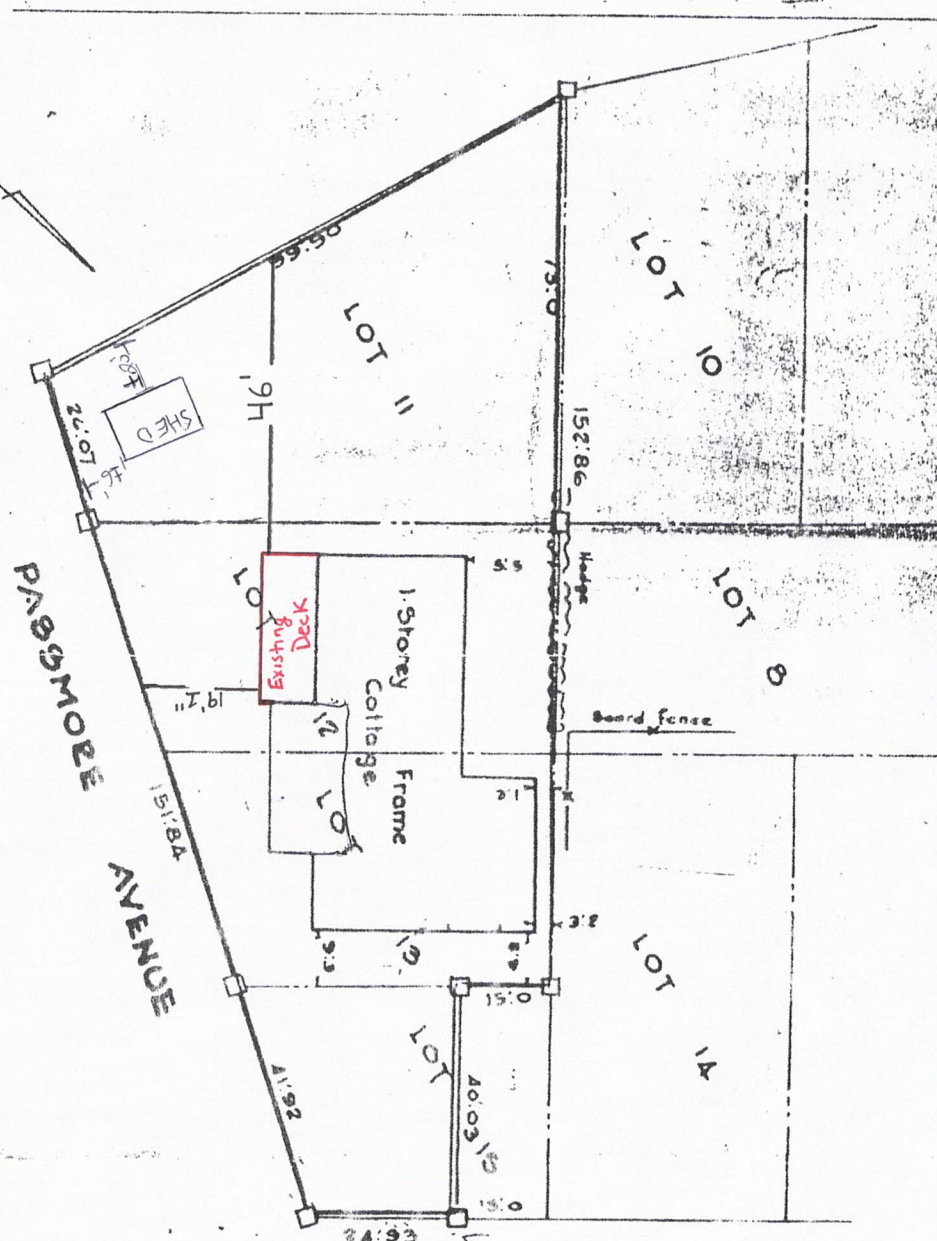
Owner/Applicant/Agent Signature

In _____

This _____ day of _____

A.D., 20____

A Commissioner, etc.

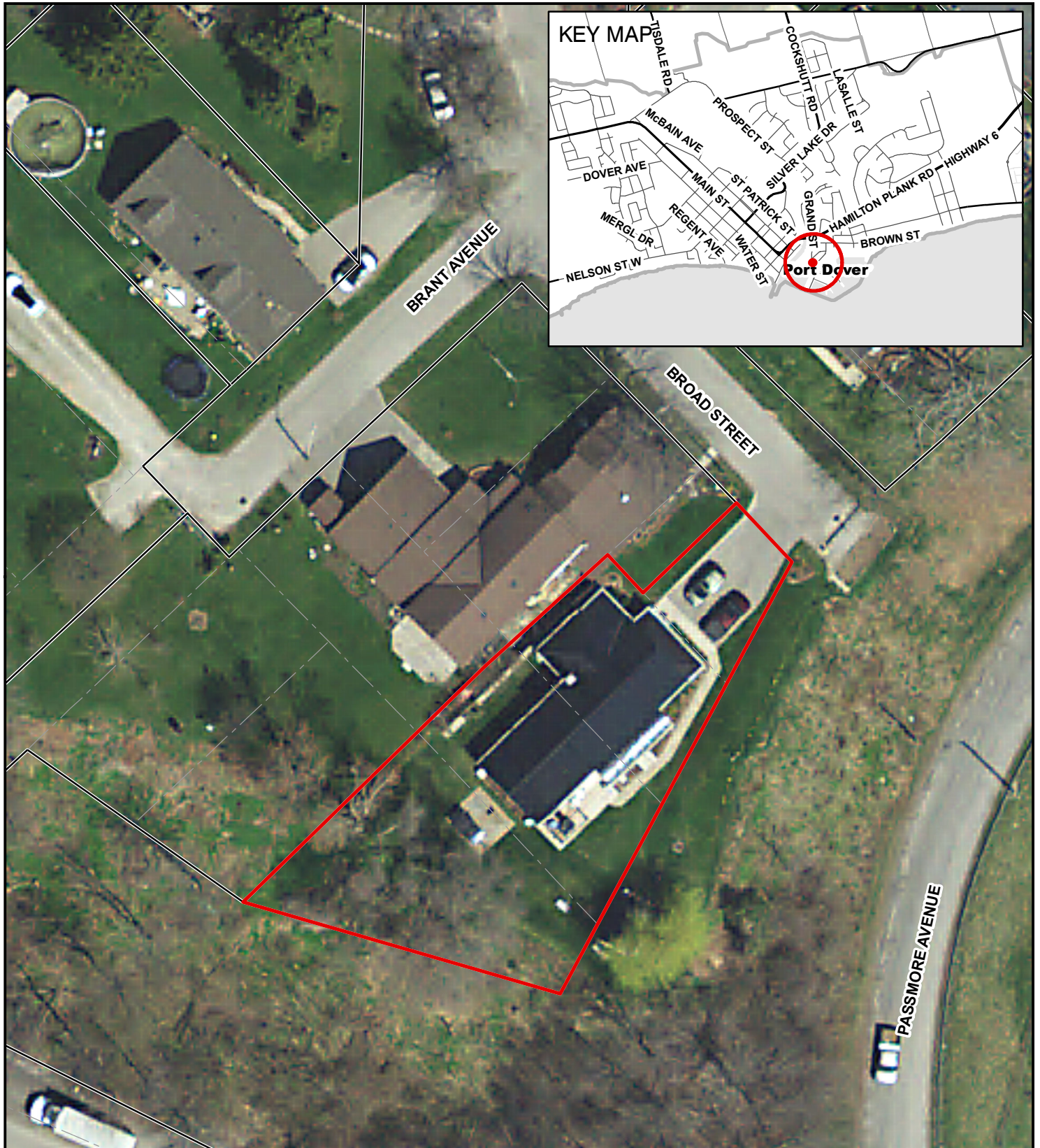


Existing deck is 10'7" x 24'10 1/2"
to be replaced with sunroom


Formerly **CRANBROOK STREET**
89'9" Wide
Now **Broad Street**

MAP A
CONTEXT MAP
Urban Area of PORT DOVER

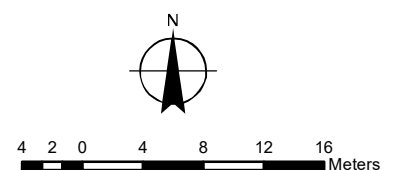
ANPL2021168



Legend

-  Subject Lands
- 2015 Air Photo

2021-06-21

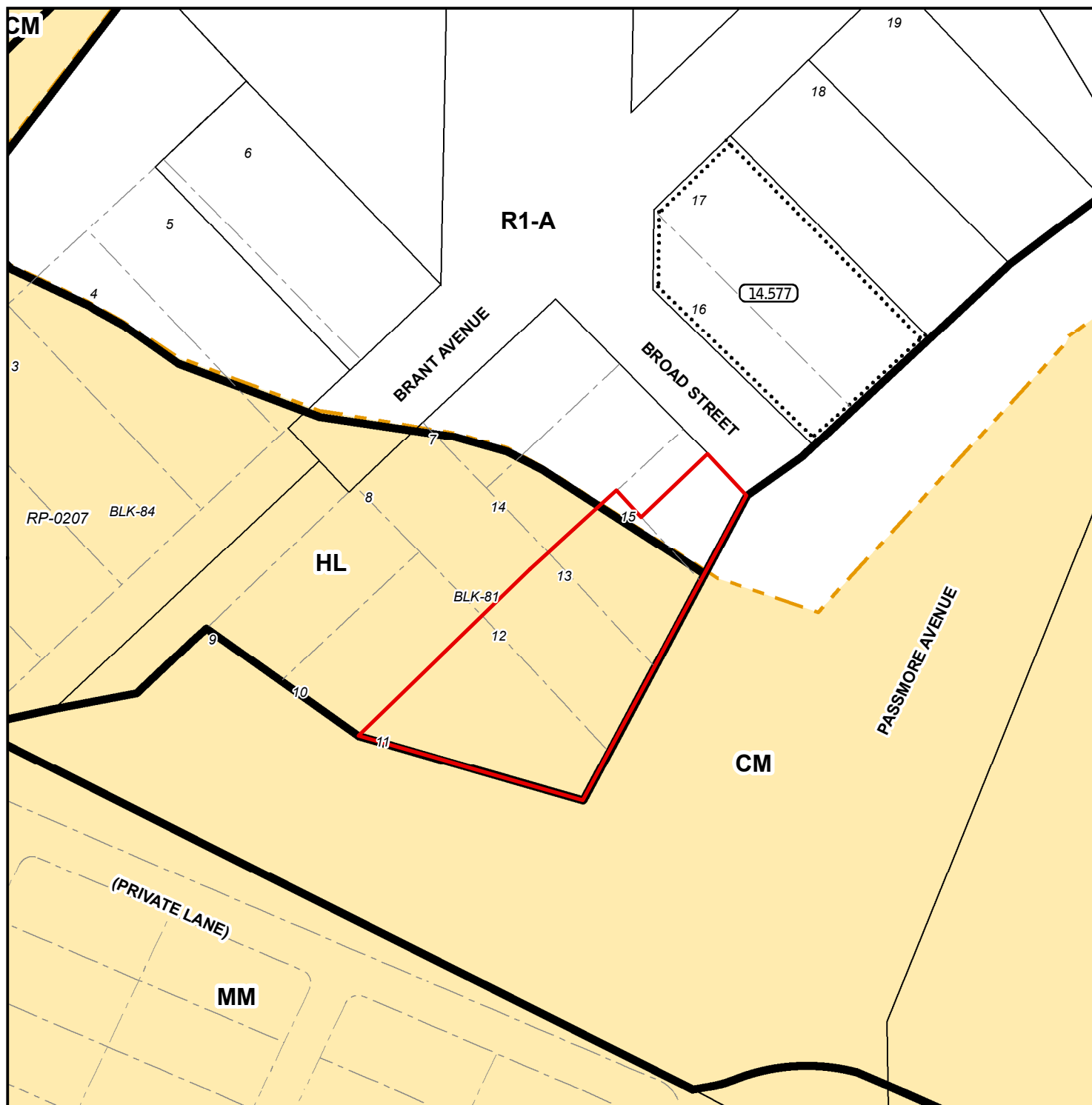


MAP B

ZONING BY-LAW MAP

Urban Area of PORT DOVER

ANPL2021168



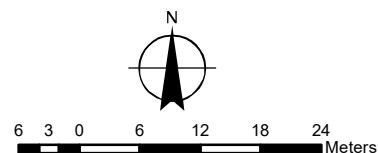
2021-06-21

LEGEND

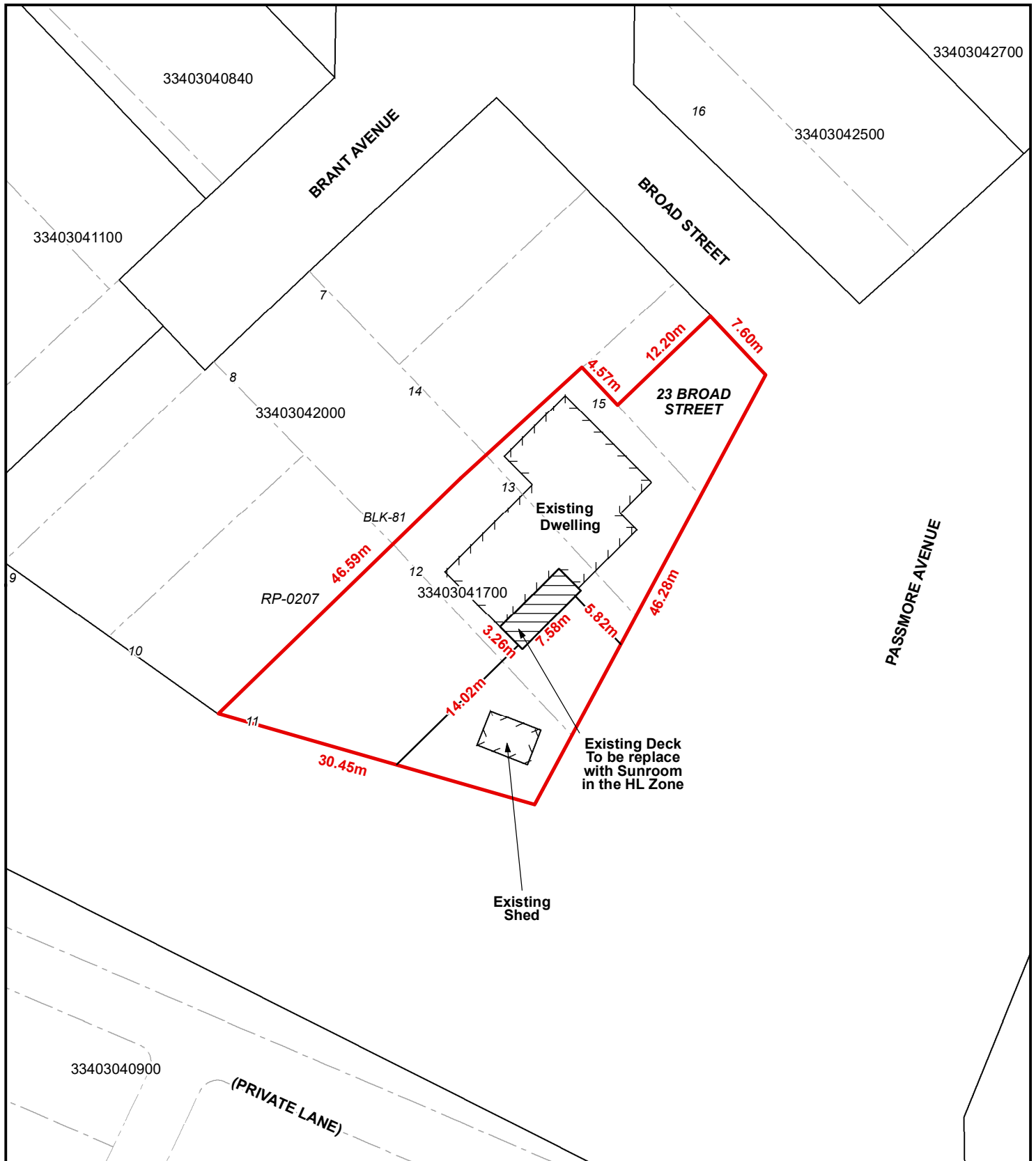
- Subject Lands
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

- (H) - Holding
- CM - Marine Commercial Zone
- HL - Hazard Land Zone
- MM - Marine Industrial Zone
- R1-A - Residential R1-A Zone



CONCEPTUAL PLAN
Urban Area of PORT DOVER



Legend

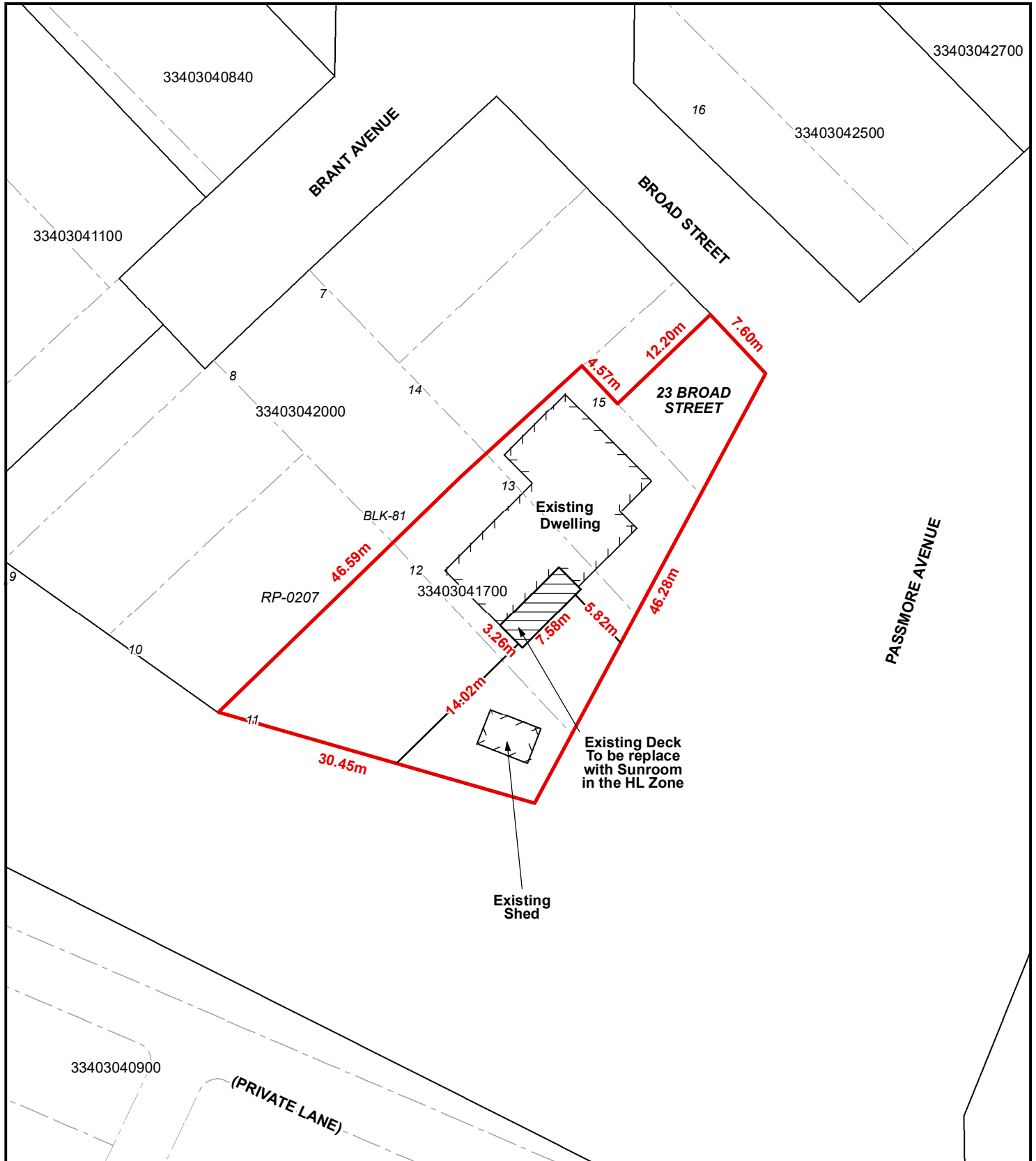
Subject Lands

2021-06-21



4 2 0 4 8 12 16 Meters

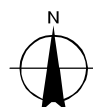
CONCEPTUAL PLAN Urban Area of PORT DOVER



Legend

Subject Lands

2021-06-21



4 2 0 4 8 12 16 Meters