

<b>For Office Use Only:</b>	ANPL2022055		
File Number	_____	Application Fee	\$1599 - paid
Related File Number	N/A	Conservation Authority Fee	paid
Pre-consultation Meeting	N/A	Well & Septic Info Provided	N/A
Application Submitted	February 8, 2022	Planner	Hanne Yager
Complete Application	February 23, 2022	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:** 3310543070213000000

**A. Applicant Information**

**Name of Owner** Richard (Rick) Agostino Stranges (P.Eng.) & Karen Leanne McKay

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** 590 Windermere Rd  
**Town and Postal Code** London, ON N5X 2T2  
**Phone Number** None  
**Cell Number** Rick: 519-671-3377 Karen: 519-318-7756  
**Email** Rick: rick@vbands.com Karen: kmckay@karenmckaylaw.com

**Name of Applicant** SAME  
**Address** \_\_\_\_\_  
**Town and Postal Code** \_\_\_\_\_  
**Phone Number** \_\_\_\_\_  
**Cell Number** \_\_\_\_\_  
**Email** \_\_\_\_\_

**Name of Agent** NONE  
**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 owner and agent noted above.

☒ Owner ☐ Agent ☐ Applicant

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

Bank of Montreal  
\_\_\_\_\_

## **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 488, Block 438, Norfolk County  
\_\_\_\_\_

**Municipal Civic Address:** 13 Dickinson Avenue, Long Point (Port Rowan)

**Present Official Plan Designation(s):** Resort Residential (within Prov. Significant Wetland)

**Present Zoning:** RR

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 home  
\_\_\_\_\_  
\_\_\_\_\_

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:

Existing Vacation Home - to be demolished, new vacation home to be constructed

Existing Shed - to be demolished, New Shed to be constructed adjacent to existing Boathouse

Existing Boathouse - to remain

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.

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:

New 2 storey vacation home with attached garage. See attached site plan for size and setbacks.

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:

Previous owners noted the vacation home was originally constructed in mid 1940s

9. Existing use of abutting properties:

Vaction homes

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:  
(OLS survey noted there are no easements on title.)

### C. Purpose of Development Application

Note: Please complete all that apply. **Failure to complete this section will result in an incomplete application.**

#### 1. Site Information (Please refer to Zoning By-law to confirm permitted dimensions)

	Existing	Permitted	Provision	Proposed	Deficiency
Lot frontage	18.25 m	15 m		Same	
Lot depth	61.43m-61.95m			Same	
Lot width	18.25m-18.45m			Same	
Lot area	1,132.97m <sup>2</sup>	0.4 Hecta		Same	
Lot coverage	8.5%	15%		17.9%	+2.9%
Front yard	6.19m	6.0m		6.0m	
Rear yard	43.19m	9.0m		41m +/-	
Height	5.08m	9.1m		8.5m	
Left Interior side yard	5.15m	1.2m		1.81m	
Right Interior side yard	5.61m	1.2m		1.73m	
Exterior side yard (corner lot)					
Parking Spaces (number)	3			3	
Aisle width	2.9m			2.9m	
Stall size	6.2m			6.2m	
Loading Spaces	0			0	
Other					



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

We have a large family and feel that the size proposed will work for us now and future growth including grandchildren and extended families. Existing cottage is not winterized and has no shower. Major upgrade required.

New structure will be highly energy efficient using IFC & concrete exterior walls.

**3. Consent/Severance/Boundary Adjustment:** Description of land intended to be severed in metric units:

Frontage: N/A

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: N/A

Depth:

Width:

Lot Area:

Present Use:

Proposed Use:

Buildings on retained land:

**4. Easement/Right-of-Way:** Description of proposed right-of-way/easement in metric units:

Frontage: N/A

Depth:

Width: \_\_\_\_\_  
Area: \_\_\_\_\_  
Proposed Use: \_\_\_\_\_

**5. Surplus Farm Dwelling Severances Only:** List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

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

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 \_\_\_\_\_  
Date of Land Purchase: \_\_\_\_\_

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 \_\_\_\_\_  
Date of Land Purchase: \_\_\_\_\_

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 \_\_\_\_\_  
Date of Land Purchase: \_\_\_\_\_

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 \_\_\_\_\_  
Date of Land Purchase: \_\_\_\_\_

**Note: If additional space is needed please attach a separate sheet.**

**D. All Applications: 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:

Discussion with previous owner stated this property has a residence since mid-1940s.

Prior to that, we believe the lot was an empty site.

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. All Applications: 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:

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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:

Construction will be effected in the immediately vicinity of existing vacation home. We have made inquiries with various conservation organizations and none have raised any concerns to date.

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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:

It is a vacation residential property. Only rain water to flow overland to street & channel.

---

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. All Applications: 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 \_\_\_\_\_ adjacent (channel)

**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. All Applications: Servicing and Access

1. Indicate what services are available or proposed:

### Water Supply

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

---

### Sewage Treatment

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

---

### Storm Drainage

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

---

2. Existing or proposed access to subject lands:

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

Name of road/street:

Dickinson Avenue

## G. All Applications: Other Information

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

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

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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.

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## **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:

- ☐ 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

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.

Rick Stranges, P.Eng. Digitally signed by Rick Stranges, P.Eng.  
DN: C=CA, E=rick@vbands.com, O=VanBoxmeer &  
Stranges Engineering Ltd., CN=Rick Stranges, P.Eng.  
Date: 2022.02.05 11:16:28-05'00'

February 05, 2022

Owner/Applicant/Agent Signature

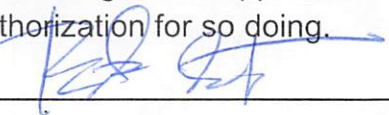
Date

## 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 Richard Stranges & Karen McKay am/are the registered owner(s) of the lands that is the subject of this application.

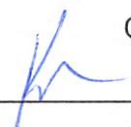
I/We authorize N/A to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.



February 05, 2022

Owner

Date



February 05, 2022

Owner

Date

**\*Note:** If property is owned by an Ontario Ltd. Corporation, Articles of Incorporation are required to be attached to the application.



**K. Declaration**

I, Richard Stranges of London, Ontario

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:

City of London

Rick Stranges, P.Eng. Digitally signed by Rick Stranges, P.Eng.  
DN: C=CA, E=rick@vtrands.com, O=VanBoumeester & Stranges  
Engineering Ltd., CN=Rick Stranges, P.Eng.  
Date: 2022.02.05 11:15:47-05'00'

Owner/Applicant/Agent Signature

In County of Middlesex, Ontario

This 5th day of February

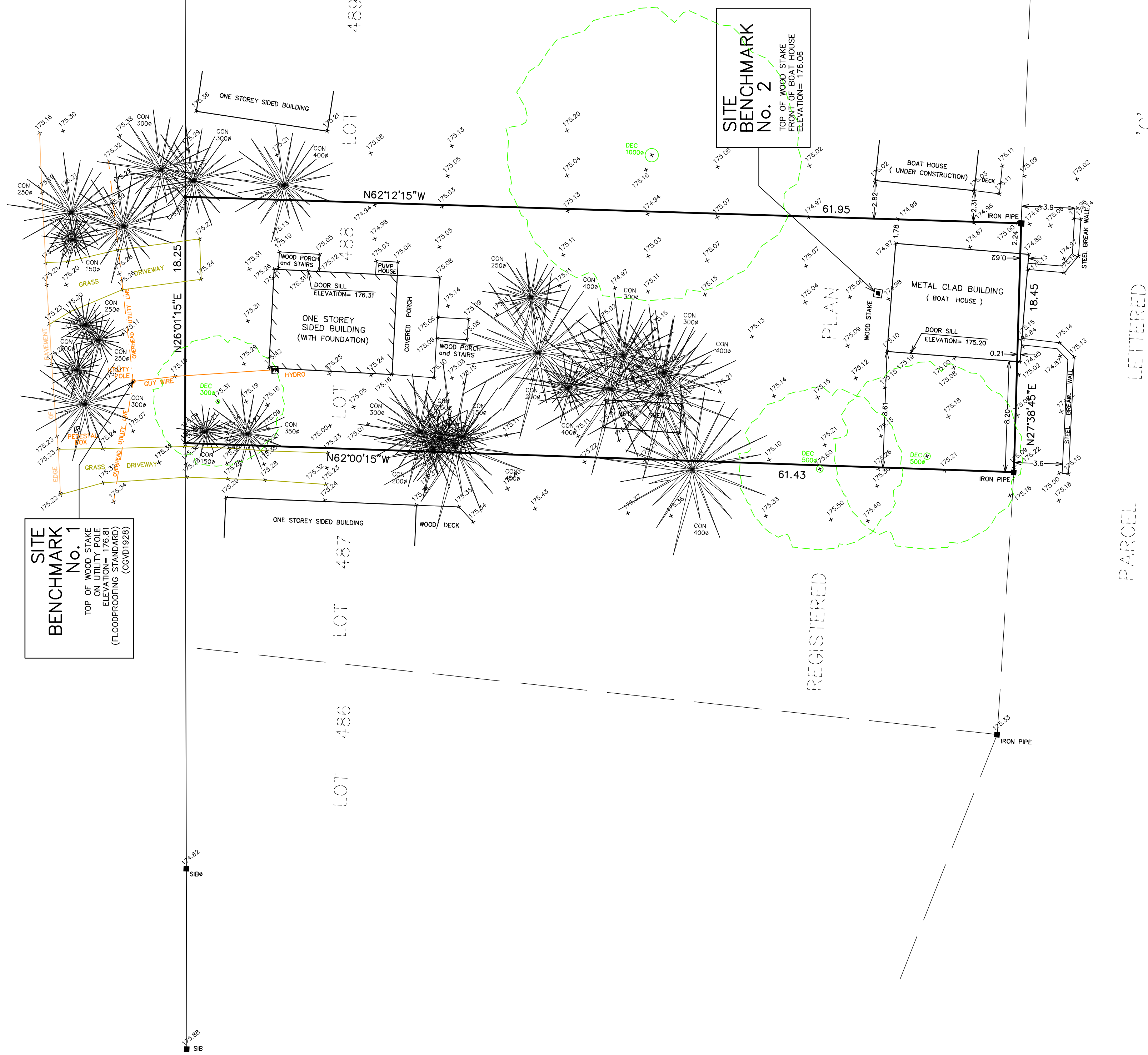
A.D., 2022

  
\_\_\_\_\_

A Commissioner, etc.

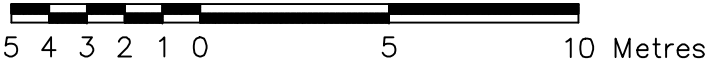
METRIC: DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

DICKENSON AVENUE



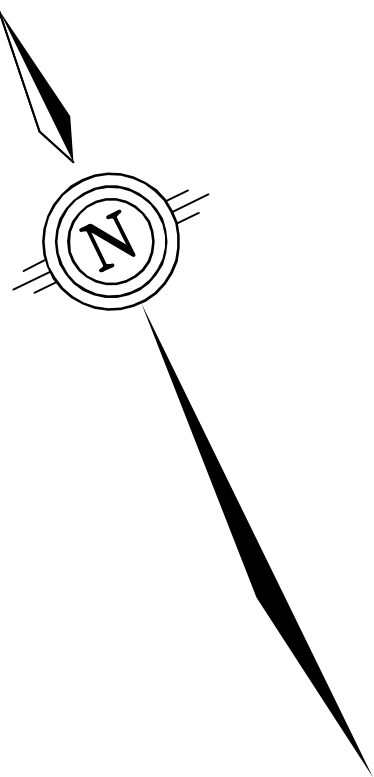
SKETCH SHOWING  
TOPOGRAPHICAL INFORMATION

SCALE — 1 : 200



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GEOGRAPHIC INFORMATION:

LOT 488  
REGISTERED PLAN 436  
NORFOLK COUNTY

CAUTION :

UNDERGROUND SERVICES TO BE LOCATED BY  
CONTRACTOR/OWNER PRIOR TO ANY EXCAVATION.

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT  
BE USED EXCEPT FOR THE PURPOSE INDICATED IN  
THE TITLE BLOCK.

THIS SKETCH IS PROTECTED BY COPYRIGHT ©

LEGEND

□	DENOTES	SET MONUMENT
■	"	FOUND MONUMENT
IB	"	IRON BAR
IBØ	"	ROUND IRON BAR
SIB	"	STANDARD IRON BAR

NOTE:

SKETCH IS AN ORIGINAL IF EMBOSSED BY THE SURVEYOR'S SEAL,  
OR CERTIFIED ELECTRONIC PDF VERSION.

THIS PLAN HAS BEEN COMPILED FROM FIELD MEASUREMENTS  
and FROM PREVIOUS RECORDS.

ELEVATION NOTE :

ELEVATIONS SHOWN HEREON ARE GEODETIC  
and ARE DERIVED FROM CANSEL CAN-NET  
REAL TIME NETWORK OBSERVATION,  
UTM ZONE 17, NAD83 (CSRS) (2010).

ELEVATION REFERENCE DATUM IS CGVD28: 78

Date: 13 December, 2021.



WEST & RUUSKA LTD.

Land Surveyors

17 NELSON STREET, BRANTFORD, ONTARIO, N3T 2M6

Telephone (519)752-8641

DRAWN BY: Ted S. KUTYLA, CST, CET

S210294

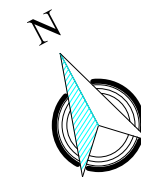




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NOTE:


No.	ISSUED	DATE
REVISIONS		

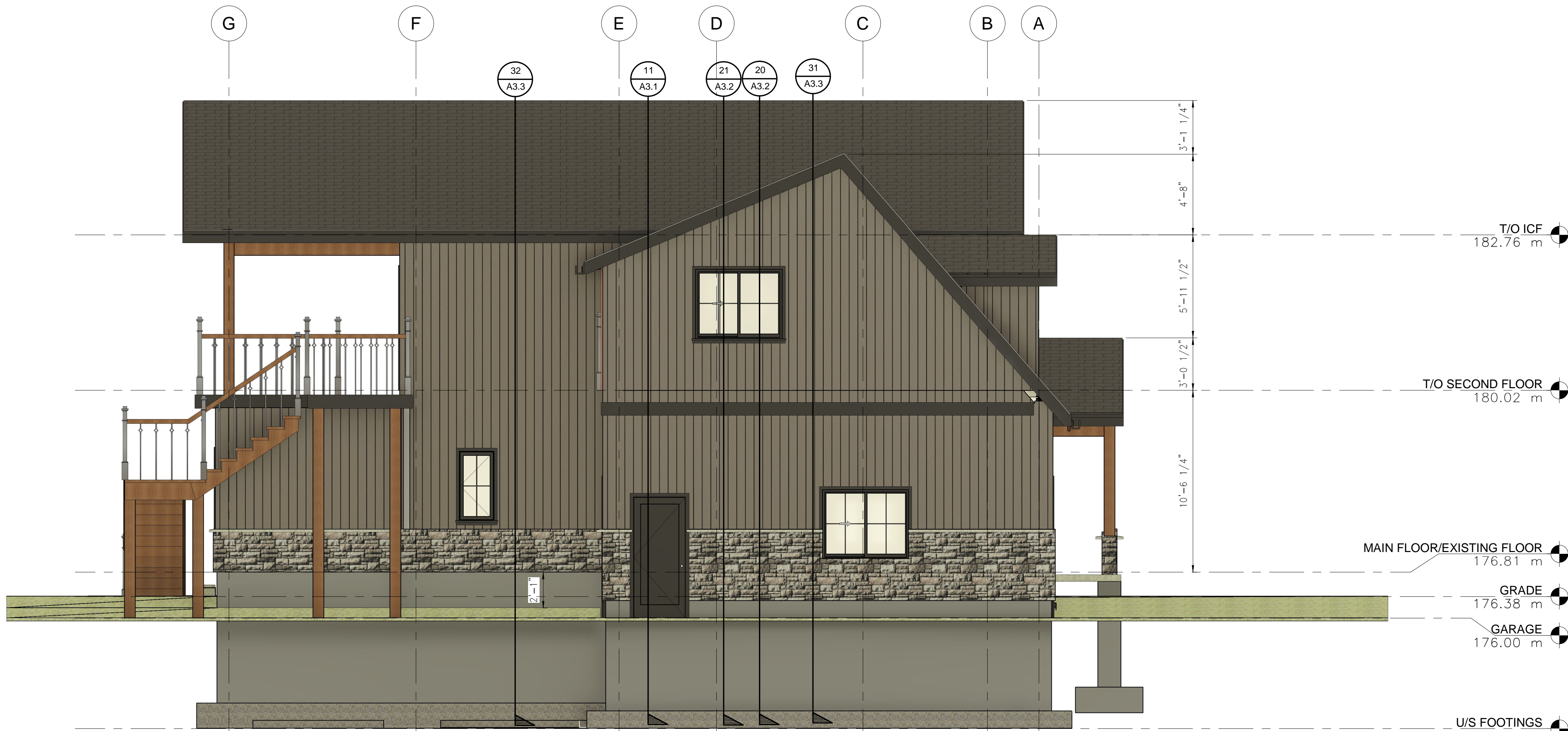
CLIENT	
RICK STRANGES & KAREN MCKAY	

**VanBoxmeer & Stranges Ltd.**  
STRUCTURAL ENGINEERS  
1108 Dundas St. Suite 104, London, ON, Canada N5W 3A7  
tel. (519) 433-4661 fax. (519) 433-6420  
E-mail vbands@vbands.com

PROJECT NAME	
KRANDS COTTAGE	
LONG POINT	ONTARIO
DRAWING TITLE	
ELEVATIONS	
STATUS:	Project Status
DRAWN BY:	MG
CHECKED BY:	RS
SCALE:	1:48
DATE:	10/28/2021
PROJECT No.	2112

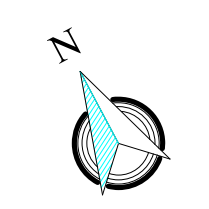
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NOTE:


No.	ISSUED	DATE
REVISIONS		

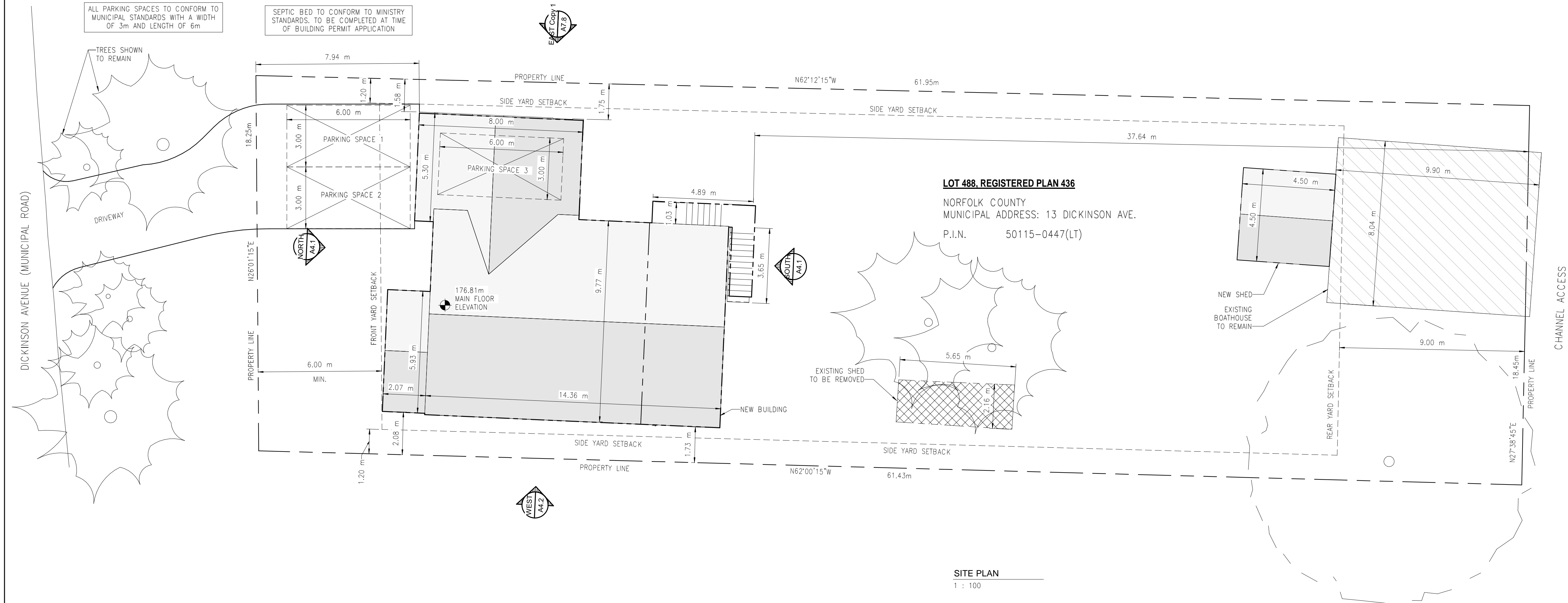
CLIENT	
RICK STRANGES & KAREN MCKAY	

**VB & S** VanBoxmeer & Stranges Ltd.  
STRUCTURAL ENGINEERS  
1108 Dundas St. Suite 104, London, ON, Canada N5W 3A7  
tel. (519) 433-4661 fax. (519) 433-6420  
E-mail vbands@vbands.com

PROJECT NAME  
**KRANDS COTTAGE**  
LONG POINT ONTARIO

DRAWING TITLE <b>ELEVATIONS</b>		
STATUS:	Project Status	PLDT: 02/07/2022
DRAWN BY:	MG	<b>A4.2</b>
CHECKED BY:	RS	
SCALE:	1:48	
DATE:	10/28/2021	
PROJECT No.	2112	





SITE DATA CHART			
BUILDING FOOT PRINT: EXISTING BUILDING TO BE REMOVED: 67.2m² PROPOSED BUILDING: 203m² TOTAL: 203m²			
ITEM	REQUIRED ZONING	REQUIRED ZONING	PROPOSED
1	ZONES	RR	RR
2	PERMIT USES	RESORT RESIDENTIAL	RESORT RESIDENTIAL
3	LOT AREA (m² MINIMUM)	4000m² MIN.	1131.71m²
4	LOT FRONTAGE (m MINIMUM)	15.0m MIN.	18.25m
5	FRONT YARD DEPTH (m MINIMUM)	6m MIN.	6m
6	SIDE YARD DEPTH (m MINIMUM)	1.2m MIN. EACH SIDE (INTERIOR)	WEST - 1.73m, EAST - 1.64m
7	REAR YARD DEPTH (m MINIMUM)	9m MIN.	37.56m
8	LOT COVERAGE (% MAXIMUM)	15% RESIDENTIAL BUILDING	17.9%
9	LOT COVERAGE ACCESSORY BUILDING (% MAXIMUM)	ADDITIONAL 10% MAX. FOR ALL ACCESSORY BUILDINGS/STRUCTURES (MAX. 100m²)	9.4% ACCESSORY BUILDINGS (100m² = PROPOSED SHED + EXISTING BOATHOUSE)
10	HEIGHT (m MAXIMUM; RESIDENTIAL)	9.1m MAX.	8.5m

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NOTE:

No.	ISSUED	DATE
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REVISIONS

CLIENT

RICK STRANGES & KAREN MCKAY

**VB&S** VanBoxmeer & Stranges Ltd.  
STRUCTURAL ENGINEERS  
1108 Dundas St. Suite 104, London, ON, Canada N6W 3A7  
tel. (519) 433-4661 fax. (519) 433-6420  
E-mail vbands@vbands.com

PROJECT NAME

KRANDS COTTAGE

LONG POINT ONTARIO

DRAWING TITLE

SITE PLAN

STATUS:	Project Status	PLDT: 02/23/2022
DRAWN BY:	MG	SHEET NO.
CHECKED BY:	RAS	
SCALE:	1:100	
DATE:	02/23/2022	
PROJECT No.	2112	

SP1.0

# ***Client's Guide to Preliminary Screening for Species at Risk***

***Ministry of the Environment, Conservation and Parks  
Species at Risk Branch, Permissions and Compliance  
DRAFT - May 2019***

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## 1.0 Purpose, Scope, Background and Context

### 1.1 Purpose of this Guide

This guide has been created to:

- help clients better understand their obligation to gather information and complete a preliminary screening for species at risk before contacting the ministry,
- outline guidance and advice clients can expect to receive from the ministry at the preliminary screening stage,
- help clients understand how they can gather information about species at risk by accessing publicly available information housed by the Government of Ontario, and
- provide a list of other potential sources of species at risk information that exist outside the Government of Ontario.

It remains the client's responsibility to:

- carry out a preliminary screening for their projects,
- obtain best available information from all applicable information sources,
- conduct any necessary field studies or inventories to identify and confirm the presence or absence of species at risk or their habitat,
- consider any potential impacts to species at risk that a proposed activity might cause, and
- comply with the *Endangered Species Act* (ESA).

**To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide, at a minimum, prior to contacting Government of Ontario ministry offices for further information or advice.**

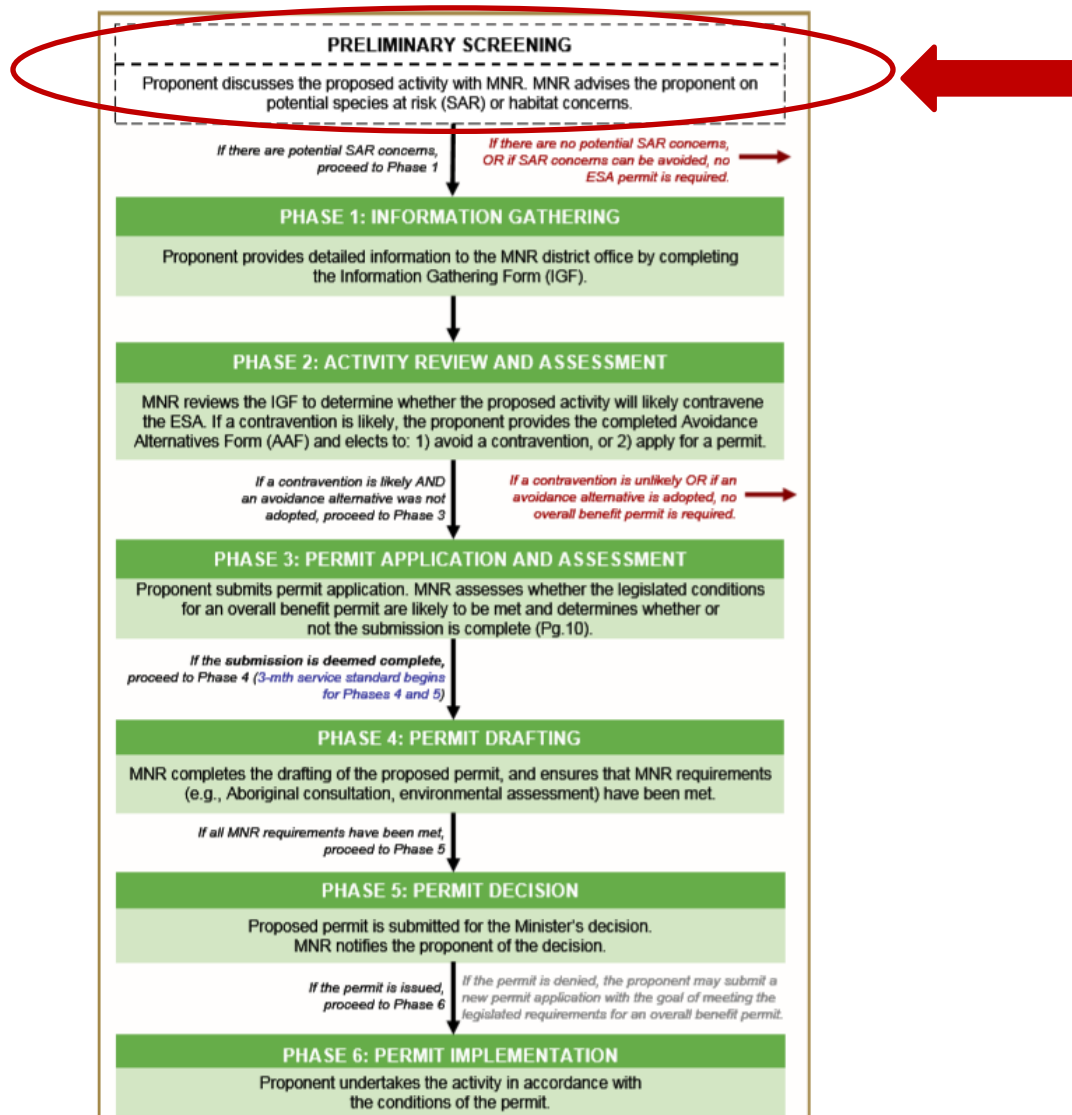
### 1.2 Scope

This guide is a resource for clients seeking to understand if their activity is likely to impact species at risk or if they are likely to trigger the need for an authorization under the ESA. It is not intended to circumvent any detailed site surveys that may be necessary to document species at risk or their habitat nor to circumvent the need to assess the impacts of a proposed activity on species at risk or their habitat. This guide is not an exhaustive list of available information sources for any given area as the availability of information on species at risk and their habitat varies across the province. This guide is intended to support projects and activities carried out on Crown and private land, by private landowners, businesses, other provincial ministries and agencies, or municipal government.



### 1.3 Background and Context

To receive advice on their proposed activity, clients must first determine whether any species at risk or their habitat exist or are likely to exist at or near their proposed activity, and whether their proposed activity is likely to contravene the ESA. Once this step is complete, clients may contact the ministry at [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca) to discuss the main purpose, general methods, timing and location of their proposed activity as well as information obtained about species at risk and their habitat at, or near, the site. At this stage, the ministry can provide advice and guidance to the client about potential species at risk or habitat concerns, measures that the client is considering to avoid adverse effects on species at risk or their habitat and whether additional field surveys are advisable. This is referred to as the “Preliminary Screening” stage. For more information on additional phases in the diagram below, please refer to the *Endangered Species Act Submission Standards for Activity Review and 17(2)(c) Overall Benefit Permits* policy available online at <https://www.ontario.ca/page/species-risk-overall-benefit-permits>. Please note: any reference to MNR in the diagram is replaced by MECP.



## 2.0 Roles and Responsibilities

To provide the most efficient service, clients should initiate species at risk screenings and seek information from all applicable information sources identified in this guide prior to contacting Government of Ontario ministry offices for further information or advice.

**Step 1:** Client seeks information regarding species at risk or their habitat that exist, or are likely to exist, at or near their proposed activity by referring to all applicable information sources identified in this guide.

**Step 2:** Client reviews and consider guidance on whether their proposed activity is likely to contravene the ESA (see section 3.4 of this guide for guidance on what to consider).

**Step 3:** Client gathers information identified in the checklist in section 4 of this guide.

**Step 4:** Client contacts the ministry at [SAROntario@ontario.ca](mailto:SAROntario@ontario.ca) to discuss their preliminary screening. Ministry staff will ask the client questions about the main purpose, general methods, timing and location of their proposed activity as well as information obtained about species at risk and their habitat at, or near, the site. Ministry staff will also ask the client for their interpretation of the impacts of their activity on species at risk or their habitat as well as measures the client has considered to avoid any adverse impacts.

**Step 5:** Ministry staff will provide advice on next steps.

**Option A:** Ministry staff may advise the client they can proceed with their activity without an authorization under the ESA where the ministry is confident that:

- no protected species at risk or habitats are likely to be present at or near the proposed location of the activity; or
- protected species at risk or habitats are known to be present but the activity is not likely to contravene the ESA; or
- through the adoption of avoidance measures, the modified activity is not likely to contravene the ESA.

**Option B:** Ministry staff may advise the client to proceed to Phase 1 of the overall benefit permitting process (i.e. Information Gathering in the previous diagram), where:

- there is uncertainty as to whether any protected species at risk or habitats are present at or near the proposed location of the activity; or
- the potential impacts of the proposed activity are uncertain; or
- ministry staff anticipate the proposed activity is likely to contravene the ESA.

### 3.0 Information Sources

Land Information Ontario (LIO) and the Natural Heritage Information Centre (NHIC) maintain and provide information about species at risk, as well as related information about fisheries, wildlife, crown lands, protected lands and more. This information is made available to organizations, private individuals, consultants, and developers through online sources and is often considered under various pieces of legislation or as part of regulatory approvals and planning processes.

The information available from LIO or NHIC and the sources listed in this guide should not be considered as a substitute for site visits and appropriate field surveys. Generally, this information can be regarded as a starting point from which to conduct further field surveys, if needed. While this data represents best available current information, it is important to note that a lack of information for a site does not mean that species at risk or their habitat are not present. There are many areas where the Government of Ontario does not currently have information, especially in more remote parts of the province. The absence of species at risk location data at or near your site does not necessarily mean no species at risk are present at that location. On-site assessments can better verify site conditions, identify and confirm presence of species at risk and/or their habitats.

Information on the location (i.e. observations and occurrences) of species at risk is considered sensitive and therefore publicly available only on a 1km square grid as opposed to as a detailed point on a map. This generalized information can help you understand which species at risk are in the general vicinity of your proposed activity and can help inform field level studies you may want to undertake to confirm the presence, or absence of species at risk at or near your site.

Should you require specific and detailed information pertaining to species at risk observations and occurrences at or near your site on a finer geographic scale; you will be required to demonstrate your need to access this information, to complete data sensitivity training and to obtain a Sensitive Data Use License from the NHIC. Information on how to obtain a license can be found online at <https://www.ontario.ca/page/get-natural-heritage-information>.

Many organizations (e.g. other Ontario ministries, municipalities, conservation authorities) have ongoing licensing to access this data so be sure to check if your organization has this access and consult this data as part of your preliminary screening if your organization already has a license.

### 3.1 Make a Map: Natural Heritage Areas

The Make a Natural Heritage Area Map (available online at <https://www.ontario.ca/page/make-natural-heritage-area-map>) provides public access to natural heritage information, including species at risk, without the user needing to have Geographic Information System (GIS) capability. It allows users to view and identify generalized species at risk information, mark areas of interest, and create and print a custom map directly from the web application. The tool also shows topographic information such as roads, rivers, contours and municipal boundaries.

Users are advised that sensitive information has been removed from the natural areas dataset and the occurrences of species at risk has been generalized to a 1-kilometre grid to mitigate the risks to the species (e.g. illegal harvest, habitat disturbance, poaching).

The web-based mapping tool displays natural heritage data, including:

- Generalized Species at risk occurrence data (based on a 1-km square grid),
- Natural Heritage Information Centre data.

Data cannot be downloaded directly from this web map; however, information included in this application is available digitally through Land Information Ontario (LIO) at <https://www.ontario.ca/page/land-information-ontario>.

### 3.2 Land Information Ontario (LIO)

Most natural heritage data is publicly available. This data is managed in a large provincial corporate database called the LIO Warehouse and can be accessed online through the LIO Metadata Management Tool at <https://www.javacoeapp.lrc.gov.on.ca/geonetwork/srv/en/main.home>. This tool provides descriptive information about the characteristics, quality and context of the data. Publicly available geospatial data can be downloaded directly from this site.

While most data are publicly available, some data may be considered highly sensitive (i.e. nursery areas for fish, species at risk observations) and as such, access to some data maybe restricted.

### 3.3 Additional Species at Risk Information Sources

- The Breeding Bird Atlas can be accessed online at <http://www.birdsontario.org/atlas/index.jsp?lang=en>
- eBird can be accessed online at <https://ebird.org/home>
- iNaturalist can be accessed online at <https://www.inaturalist.org/>
- The Ontario Reptile and Amphibian Atlas can be accessed online at <https://ontarionature.org/programs/citizen-science/reptile-amphibian-atlas>
- Your local Conservation Authority. Information to help you find your local Conservation Authority can be accessed online at <https://conservationontario.ca/conservation-authorities/find-a-conservation-authority/>

Local naturalist groups or other similar community-based organizations

- Local Indigenous communities
- Local land trusts or other similar Environmental Non-Government Organizations
- Field level studies to identify if species at risk, or their habitat, are likely present or absent at or near the site.
- When an activity is proposed within one of the continuous caribou ranges, please be sure to consider the caribou Range Management Policy. This policy includes figures and maps of the continuous caribou range, can be found online at <https://www.ontario.ca/page/range-management-policy-support-woodland-caribou-conservation-and-recovery>

### 3.4 Information Sources to Support Impact Assessments

- Guidance to help you understand if your activity is likely to adversely impact species at risk or their habitat can be found online at <https://www.ontario.ca/page/policy-guidance-harm-and-harass-under-endangered-species-act> and <https://www.ontario.ca/page/categorizing-and-protecting-habitat-under-endangered-species-act>
- A list of species at risk in Ontario is available online at <https://www.ontario.ca/page/species-risk-ontario>. On this webpage, you can find out more about each species, including where it lives, what threatens it and any specific habitat protections that apply to it by clicking on the photo of the species.

## 4.0 Check-List

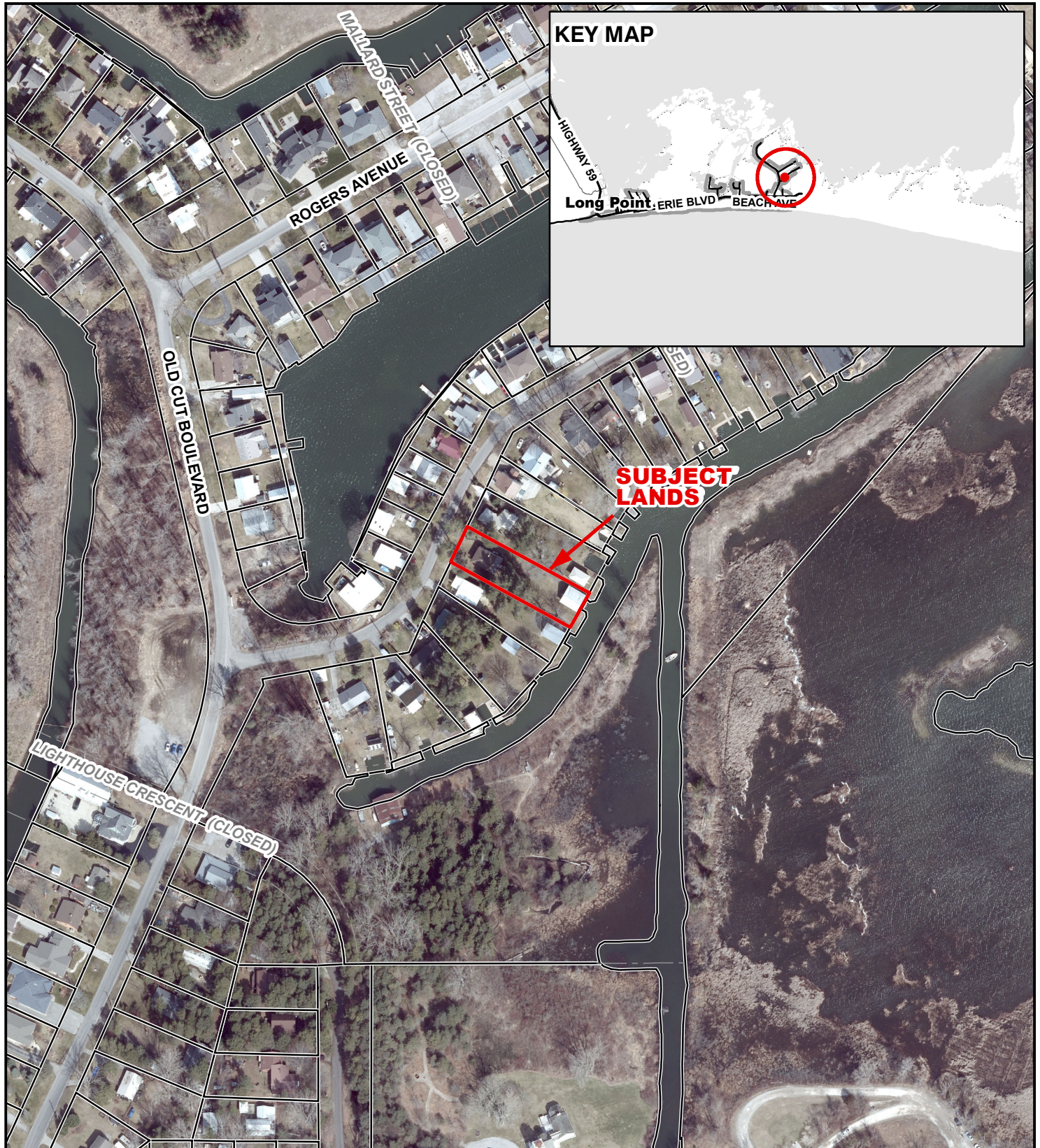
Please feel free to use the check list below to help you confirm you have explored all applicable information sources and to support your discussion with Ministry staff at the preliminary screening stage.

- ✓ Land Information Ontario (LIO) Eco Region 7E, Provincial Significant Wetlands and Life Sciences Provincially Significant Land
- ✓ Natural Heritage Information Centre (NHIC)
- ✓ The Breeding Bird Atlas
- ✓ eBird
- ✓ iNaturalist
- ✓ Ontario Reptile and Amphibian Atlas
- ✓ List Conservation Authorities you contacted: Long Point Regional Conservation Authority; Long Point Biosphere Region
- ✓ List local naturalist groups you contacted: Long Point Bird Observatory/Birds Canada; Long Point Area Fish and Game Club; Norfolk Field Naturalists
- ✓ List local Indigenous communities you contacted: Not applicable
- ✓ List any other local land trusts or Environmental Non-Government Organizations you contacted: Long Point Basin Land Trust
- ✓ List and field studies that were conducted to identify species at risk, or their habitat, likely to be present or absent at or near the site: None
- ✓ List what you think the likely impacts of your activity are on species at risk and their habitat (e.g. damage or destruction of habitat, killing, harming or harassing species at risk): The property is currently being used as resort residential and is surrounded by similar use properties.  
The proposed structure will be built over the current cottage foot print. As such, we expect no impact to species at risk or their habitat. Steps will be taken to ensure water from construction site does not enter the channel.



**CONTEXT MAP**

Geographic Township of SOUTH WALSINGHAM

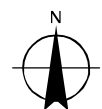


**Legend**

Subject Lands

2020 Air Photo

2/25/2022



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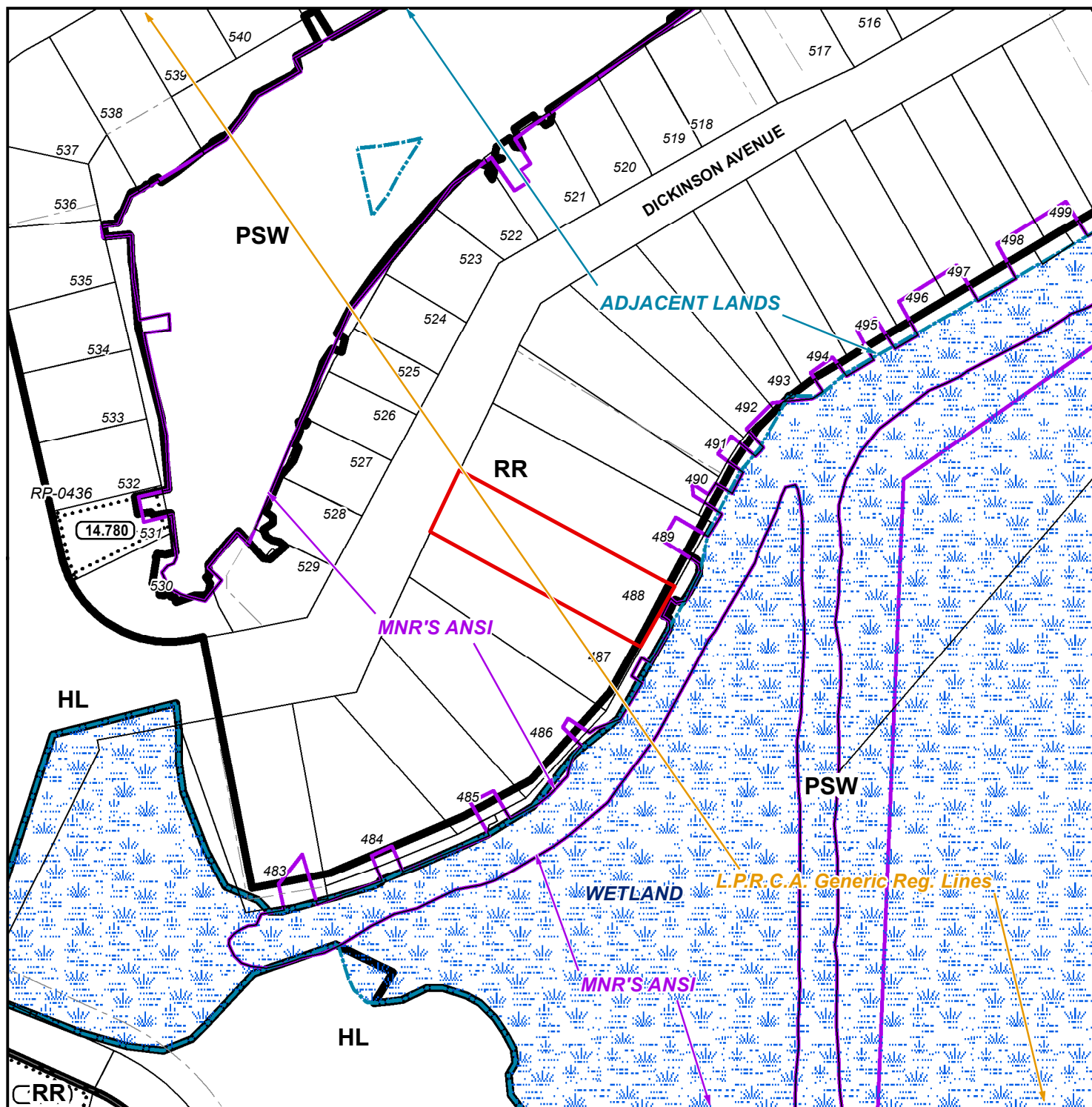


# MAP B

## ZONING BY-LAW MAP

Geographic Township of SOUTH WALSINGHAM

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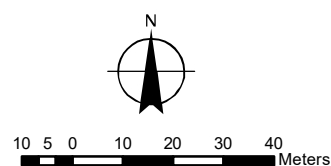
### LEGEND

- Subject Lands
- Adjacent Lands
- Wetland
- MNR ANSI
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

- (H) - Holding
- HL - Hazard Land Zone
- PSW - Provincially Significant Wetland Zone
- RR - Resort Residential Zone

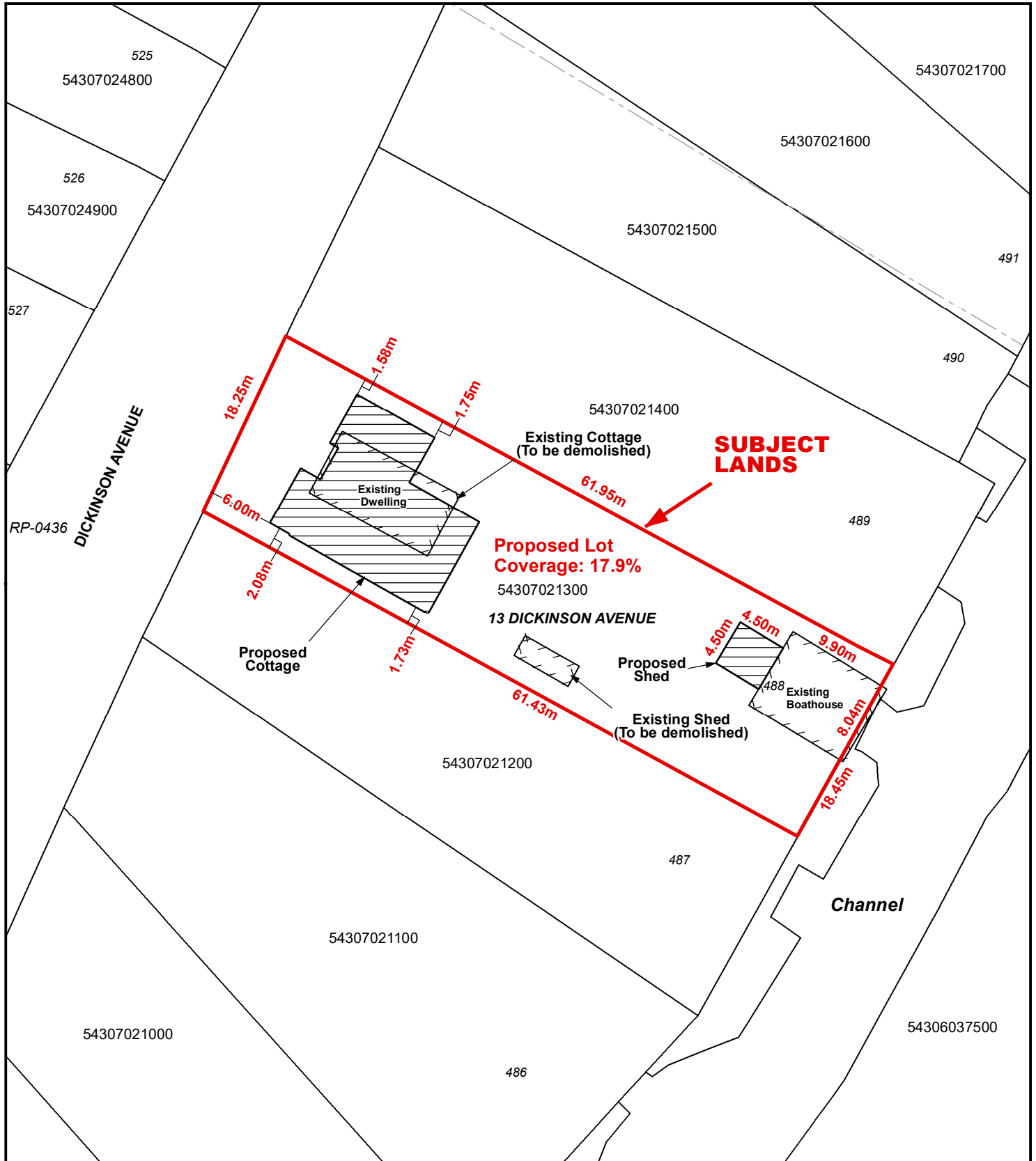
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# CONCEPTUAL PLAN

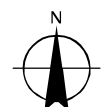
Geographic Township of SOUTH WALSINGHAM



## Legend

Subject Lands

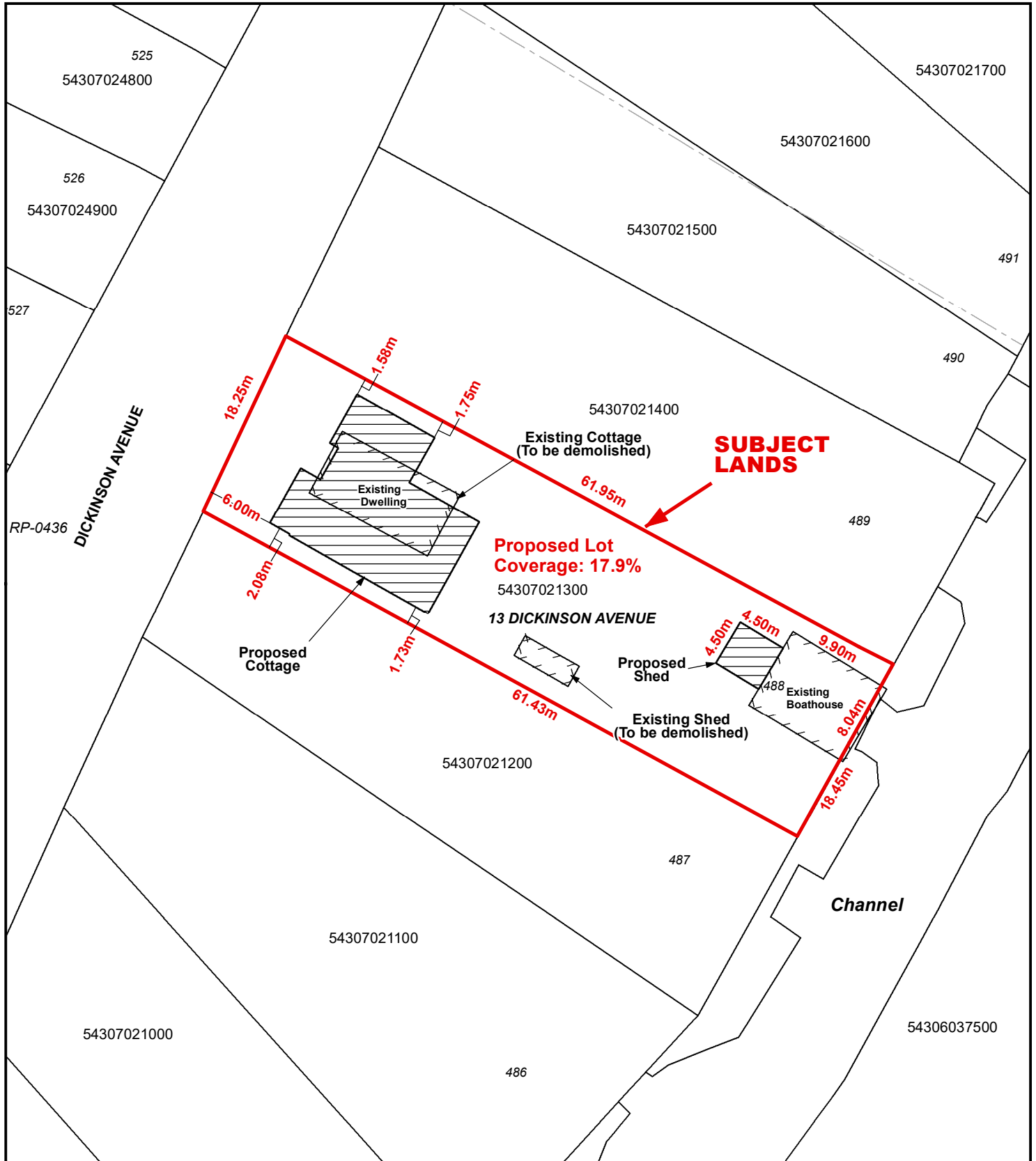
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## CONCEPTUAL PLAN

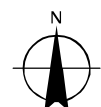
Geographic Township of SOUTH WALSINGHAM



### Legend

Subject Lands

2/25/2022



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