

For Office Use Only:

File Number	<u>ANPL-2022076</u>	Application Fee	<u>\$1599 ✓</u>
Related File Number	<u>—</u>	Conservation Authority Fee	<u>N/A</u>
Pre-consultation Meeting	<u>—</u>	Well & Septic Info Provided	<u>N/A</u>
Application Submitted	<u>Feb. 28 / 2022</u>	Planner	<u>Hanne Yeager</u>
Complete Application	<u>Mar. 21 / 2022</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: 3310 492-002-12400-0000**A. Applicant Information****Name of Owner**Ken & Darby Gee

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.

Address37 Charlotteville Rd 8**Town and Postal Code**Sumner N3Y 4K5**Phone Number**226 567 4711 226 567 1241 (Darby)**Cell Number****Email**gwiz3@live.com**Name of Applicant**Ken & Darby Gee**Address**37 Charlotteville Rd 8**Town and Postal Code**Sumner N3Y 4K5**Phone Number**226 567 4711 Ken**Cell Number**226 567 1241 Darby**Email**gwiz3@live.com

Name of Agent _____

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence 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 mortgages, charges or other encumbrances on the subject lands:

TD Canada Trust Delhi

B. Location, Legal Description and Property Information

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

Plan 189 BLK 37 PT LOT 42

Roll # 492002 ~~0000~~ 12400

Municipal Civic Address: 245 243 main St Delhi

Present Official Plan Designation(s): 189 BLK 37 PT LOT 42

Present Zoning: commercial / residential CBD ZONE

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 and commercial

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:

3500
SF.

one Building 35 Feet 100 Depth - drawings attached
no set back.
2 storey building.

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:

adding a separation of main floor to
have residential in rear

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:

originally residential on all main floor except

9. Existing use of abutting properties:

residential & commercial / legion

also taxi
office!

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

all internal changes only

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	35				
Lot depth	100				
Lot width					
Lot area					
Lot coverage					
Front yard					
Rear yard					
Height					
Left Interior side yard					
Right Interior side yard					
Exterior side yard (corner lot)					
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other					

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

to properly place firewall between commercial & residential unit working with existing fur nance, we are 290 over on residential portion

3. **Consent/Severance/Boundary Adjustment:** 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: _____

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

Frontage: _____

Depth: _____

none

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: _____

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:

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:

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 Wellhead Protection Area (WHPA) A, B or C please attach relevant information and approved mitigation measures from the Risk Manager Official.

none

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 _____

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

☒ 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:

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?

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.

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

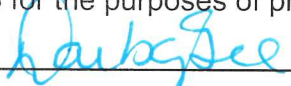
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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


Owner/Applicant/Agent Signature

Feb 7-2022
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 _____ am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize _____ 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

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

K. Declaration

I, DARBY GEE 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:

Simcoe

Darby Gee
Owner/Applicant/Agent Signature

In Norfolk County

This 14 day of Feb

A.D., 2022

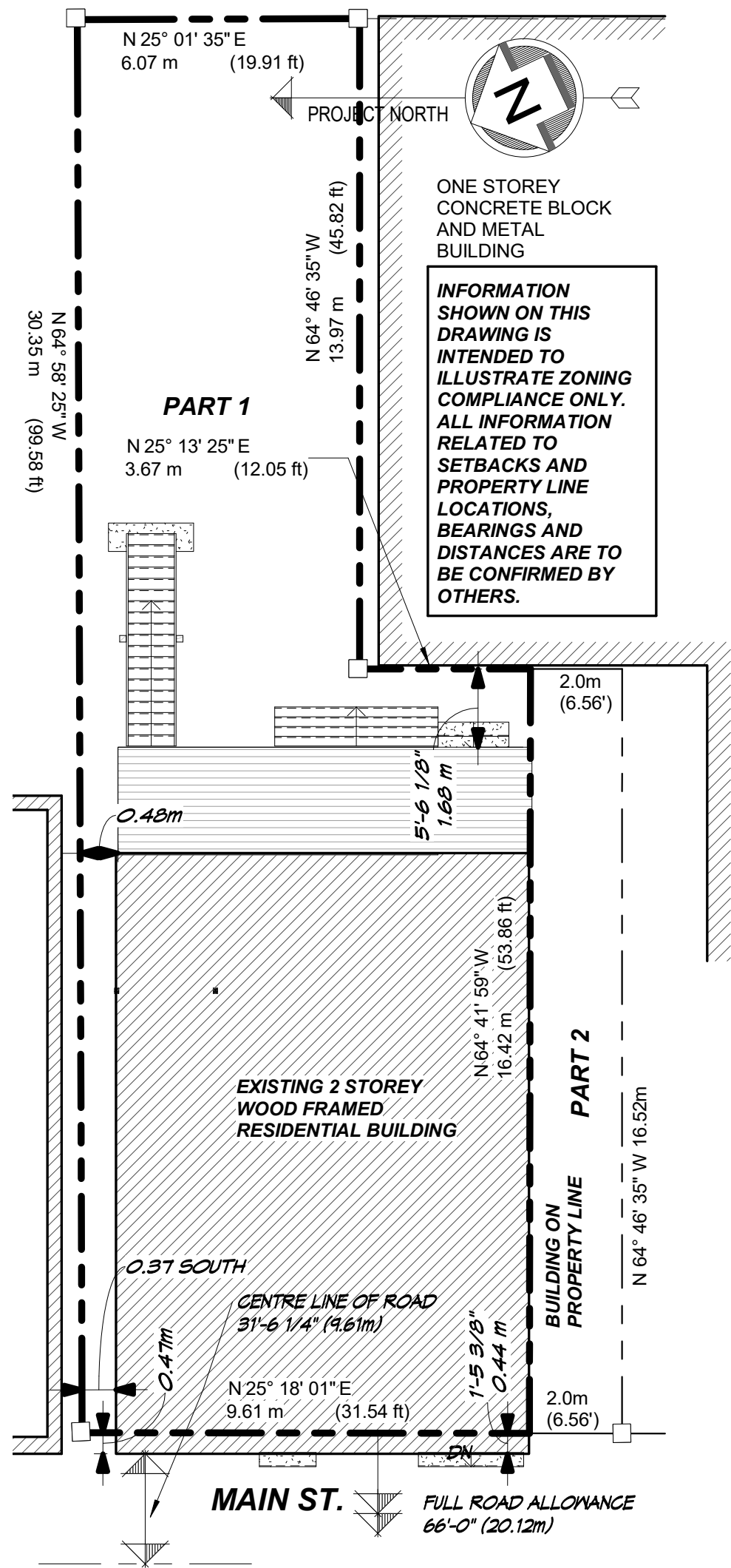
Lori Lynn Houze
A Commissioner, etc.

**Lori Lynn Houze, a
Commissioner, etc., Province of Ontario,
for the Corporation of Norfolk County.
Expires February 17, 2024.**

ONTARIO BUILDING CODE DATA MATRIX							
PART 9 - HOUSING AND SMALL BUILDINGS							
NAME OF PRACTICE:		C JAGER DESIGN					
ADDRESS:		524 ST. JOHNS RD. E PORT DOVER ON N0A1N2					
CONTACT:		CAROLINE D JAGER					
NAME OF PROJECT:		245 MAIN ST. CHANGE OF USE					
LOCATION/ADDRESS:		245 MAIN ST., DELHI ONTARIO					
DATE:		JANUARY 2022					
ITEM	ONTARIO BUILDING CODE MATRIX PARTS 9					OBC SECTION REFERENCE	
9.01	PROJECT DESCRIPTION: ALTERATION					1.1.2(A) 9.10.1.3	
9.02	OCCUPANCY CLASSIFICATION	OCCUPANCY:		USE:		9.10.2	
		GROUP C - DWELLING UNIT GROUP D/E COMMERCIAL SPACE					
9.04	BUILDING AREA (m²)	EXISTING	DEMO	NEW	TOTAL	[A] 1.4.1.2	
		117 m²			117 m²		
9.05	GROSS AREA (m²)	EXISTING	DEMO	NEW	TOTAL	[A] 1.4.1.2	
		117 m²			117 m²		
9.07	BUILDING HEIGHT	STOREYS ABOVE GRADE		(m) ABOVE GRADE	EX. TO REMAIN	[A]1.4.1.2 & 9.10.4	
		117 m²	2 0				
9.08	NUMBER OF STREETS	STREETS		1		9.10.20	
9.12	CONSTRUCTION TYPE	RESTRICTIONS ACTUAL	COMBUSTIBLE COMBUSTIBLE		HEAVY TIMBER CONSTRUCTION	9.10.6	
9.14	OCCUPANT LOAD	FLOOR LEVEL	OCCUPANCY TYPE	BASED ON	OCCUPANT LOAD	3.1.17	
		RESIDENTIAL OCCUPANCY IS BASED ON 2 PERSONS / BEDROOM NEW BACHELOR APARTMENT IS ONE BEDROOM = 2 PEOPLE SALON BASED ON 9.3m²/PERSON = 56.3m²/9.3 = 6 PEOPLE TOTAL = 8 PEOPLE					
9.17	REQUIRED FIRE RESISTANCE RATINGS (F.R.R)	HORIZONTAL ASSEMBLY FLOORS EXCEPT CRAWL SPACE MEZZANINE ROOF		F.R.R.	SUPPORTING ASSEMBLY	9.10.8	
				30 MIN (PART 11. SEE NOTES)			
9.21	NOTES						
	PART 11 C 152 & C 153 30 MIN F.R.R. ALLOWED						

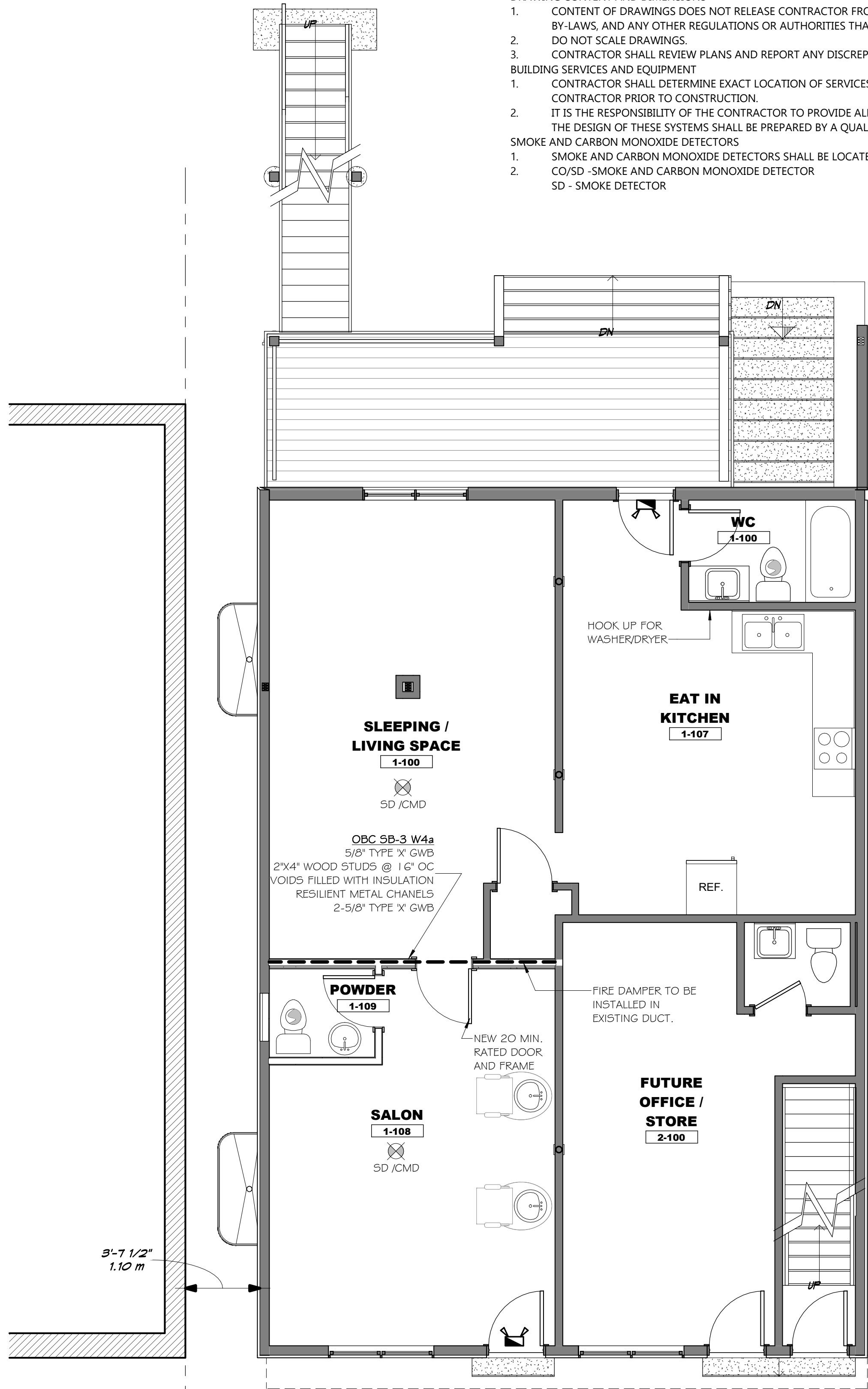
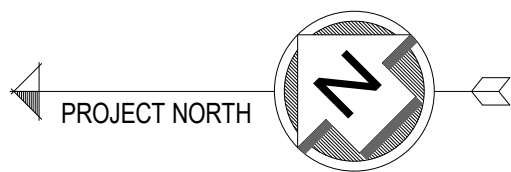
ECDH PART 9 O.B.C. design matrix

SCALE: 12" = 1'-0"



2 SCHEMATIC PLOT PLAN

SCALE: 1" = 10'-0"



DRAWING CONTENT AND DIMENSIONS

- CONTENT OF DRAWINGS DOES NOT RELEASE CONTRACTOR FROM COMPLIANCE WITH THE ONTARIO BUILDING CODE 2012 (O.B.C.), MUNICIPAL BY-LAWS, AND ANY OTHER REGULATIONS OR AUTHORITIES THAT HAVE JURISDICTION.
- DO NOT SCALE DRAWINGS.
- CONTRACTOR SHALL REVIEW PLANS AND REPORT ANY DISCREPANCIES TO THE DESIGNER PRIOR TO CONSTRUCTION.

BUILDING SERVICES AND EQUIPMENT

- CONTRACTOR SHALL DETERMINE EXACT LOCATION OF SERVICES AND EQUIPMENT. IF SHOWN ON PLANS, THESE LOCATIONS SHALL BE VERIFIED BY CONTRACTOR PRIOR TO CONSTRUCTION.
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO PROVIDE ALL NECESSARY DRAWINGS FOR MECHANICAL, ELECTRICAL AND PLUMBING SYSTEMS. THE DESIGN OF THESE SYSTEMS SHALL BE PREPARED BY A QUALIFIED DESIGNER IN ACCORDANCE WITH O.B.C. 2012.

SMOKE AND CARBON MONOXIDE DETECTORS

- SMOKE AND CARBON MONOXIDE DETECTORS SHALL BE LOCATED AND DESIGNED AS PER O.B.C. CO/SD - SMOKE AND CARBON MONOXIDE DETECTOR
- SD - SMOKE DETECTOR

NOTE: PREVIOUS PERMIT REQUIRES F.R.R. ON CEILING/FLOOR SYSTEMS. THESE ARE TO BE INSTALLED PRIOR TO THIS CHANGE OF USE, AND AS SUCH ARE NOT NOTED ON THESE PLANS.

ZONING INFORMATION

PROJECT ADDRESS: 245 MAIN STREET, DELHI
ZONE: CBD CENTRAL BUSINESS DISTRICT

EXISTING USE: MIXED USE COMMERCIAL / RESIDENTIAL
PROPOSED USE: MIXED USE COMMERCIAL / RESIDENTIAL

6.1.4 LOCATION AND USE OF FIRST STOREY
DWELLING UNIT ON FIRST FLOOR SHALL NOT OCCUPY MORE THAN 50% USEABLE FLOOR AREA.
COMMERCIAL SPACE: 606 SQ.FT.
RESIDENTIAL SPACE: 648 SQ.FT. (52%)

PARKING REQUIRED :
NO PARKING REQUIRED

ADDITIONAL O.B.C. REQUIREMENTS
MINIMUM WINDOW AREA: Part 11 C107 "may be reduced by 50%"
BEDROOM 2.5%
LIVING SPACE 5%
SLEEPING/LIVING SPACE: FLOOR AREA = 296 sq.ft.
WINDOW AREA = 25 sq.ft. = 8.4%

No.	REVISION	DATE
G	CHANGE OF USE	JAN 26, 2022

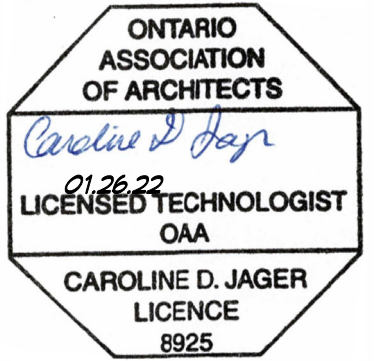
THIS DRAWING IS THE SOLE PROPERTY OF C. JAGER DESIGN (CJD) AND AS SUCH IS NOT TO BE REPRODUCED IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF CJD.

CONTRACTOR IS RESPONSIBLE TO REVIEW ALL DRAWINGS AND REPORT ANY ERRORS OR OMISSIONS, MISSING OR UNCLEAR INFORMATION IN WRITING TO "CJD" PRIOR TO COMMENCEMENT OF CONSTRUCTION.

THESE DRAWINGS MUST NEVER BE SCALED.

ALL CONSTRUCTION SHALL BE CARRIED OUT IN ACCORDANCE WITH THESE DRAWINGS.

ANY CHANGES, ALTERATIONS OR DEVIATIONS FROM THE DESIGN SHALL BE REPORTED TO THE DESIGNER. THE DESIGNER WILL ISSUE ANY ADDITIONAL DOCUMENTATION REQUIRED TO THE BUILDING DEPARTMENT. CONTRACTOR SHALL RECEIVE APPROVAL FROM THE DESIGNER, AND BUILDING DEPARTMENT WHERE REQUIRED, PRIOR TO IMPLEMENTING THE CHANGE.



C. Jager Design
Caroline Jager
Licensed Technologist OAA
Residential & Small Buildings
524 St. Johns Rd. E
Port Dover ON NOA 1N2
t: (519) 909-9851
e: cjagerdesign@gmail.com

Project Title / Client:

RENOVATION / ADDITION
245 MAIN ST.
DELHI ONTARIO

Drawing Title:

UNIT A CHANGE OF USE

Drawn By: C JAGER Date: JAN 2022

Designed By: CDJ Drawing No.

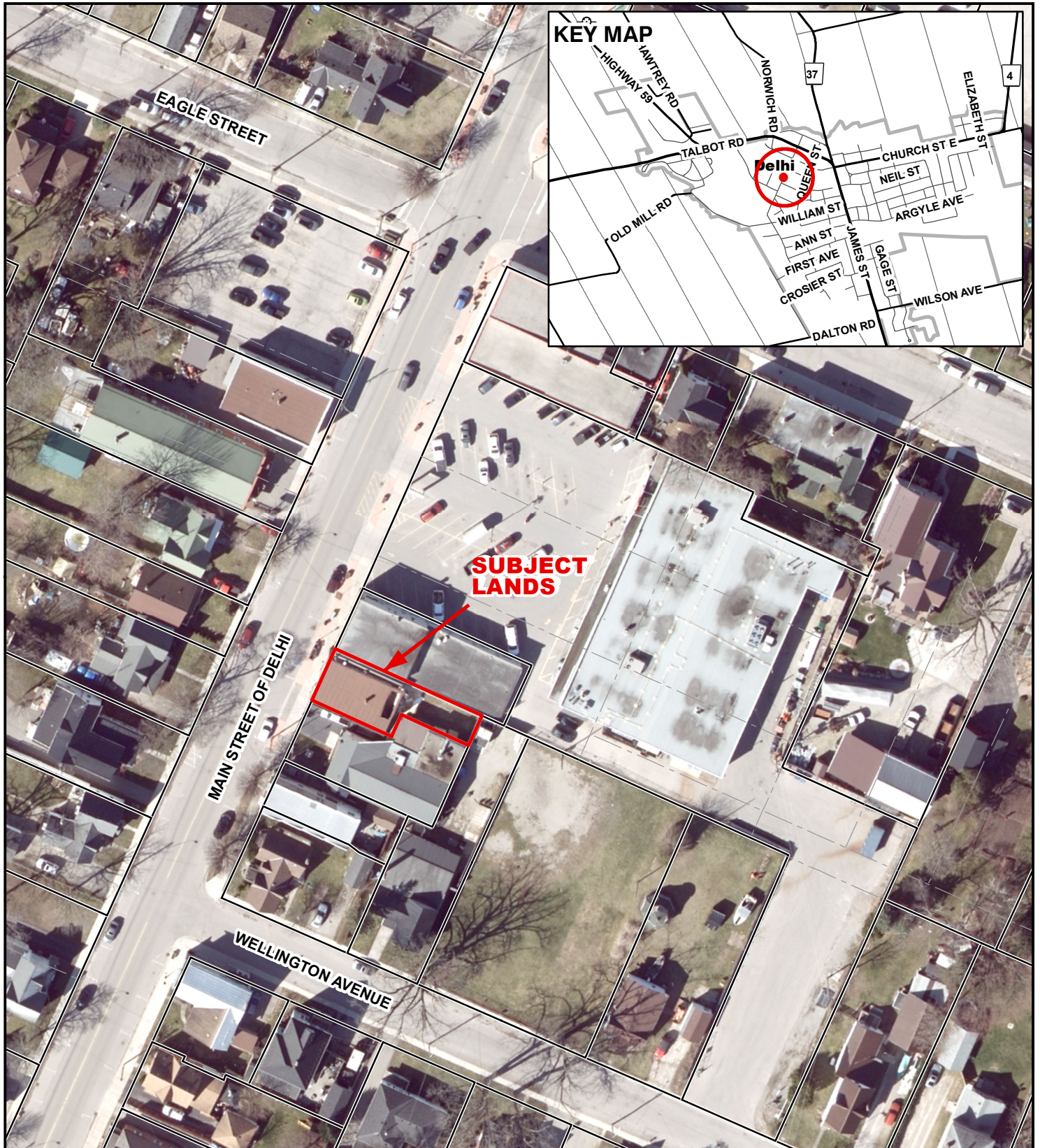
Checked By: CDJ

Project No.


22-03 AR-03

MAP A
CONTEXT MAP
Urban Area of DELHI

ANPL2022076

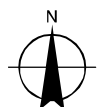


Legend

 Subject Lands

2020 Air Photo

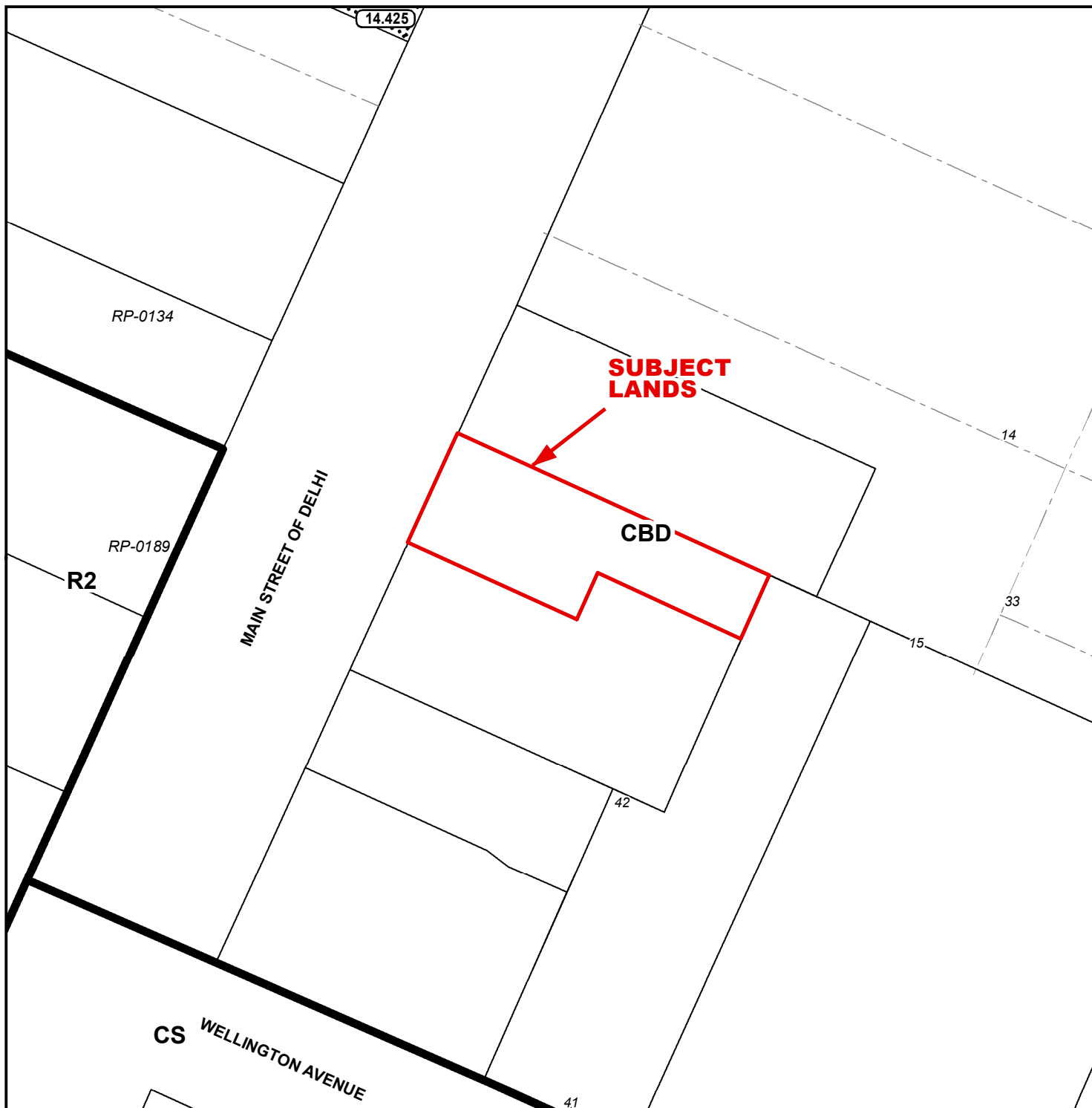
3/22/2022



8 4 0 8 16 24 32 Meters

MAP B
ZONING BY-LAW MAP
Urban Area of DELHI

ANPL2022076



LEGEND

 Subject Lands

ZONING BY-LAW 1-Z-2014

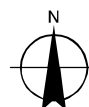
(H) - Holding

CBD - Central Business District Zone

CS - Service Commercial Zone

R2 - Residential R2 Zone

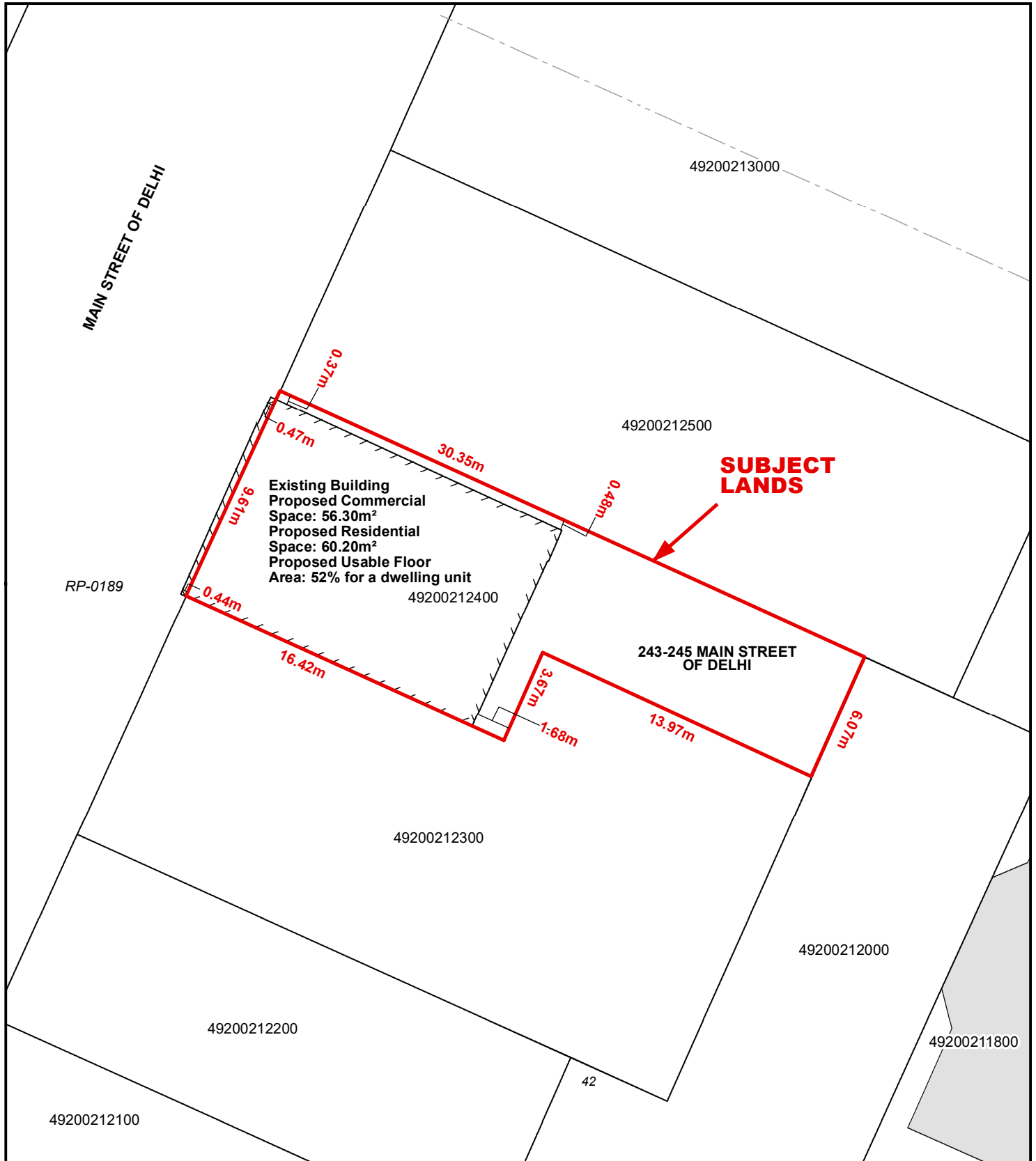
3/22/2022



4 2 0 4 8 12 16 Meters

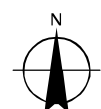
CONCEPTUAL PLAN

Urban Area of DELHI



Legend

Subject Lands

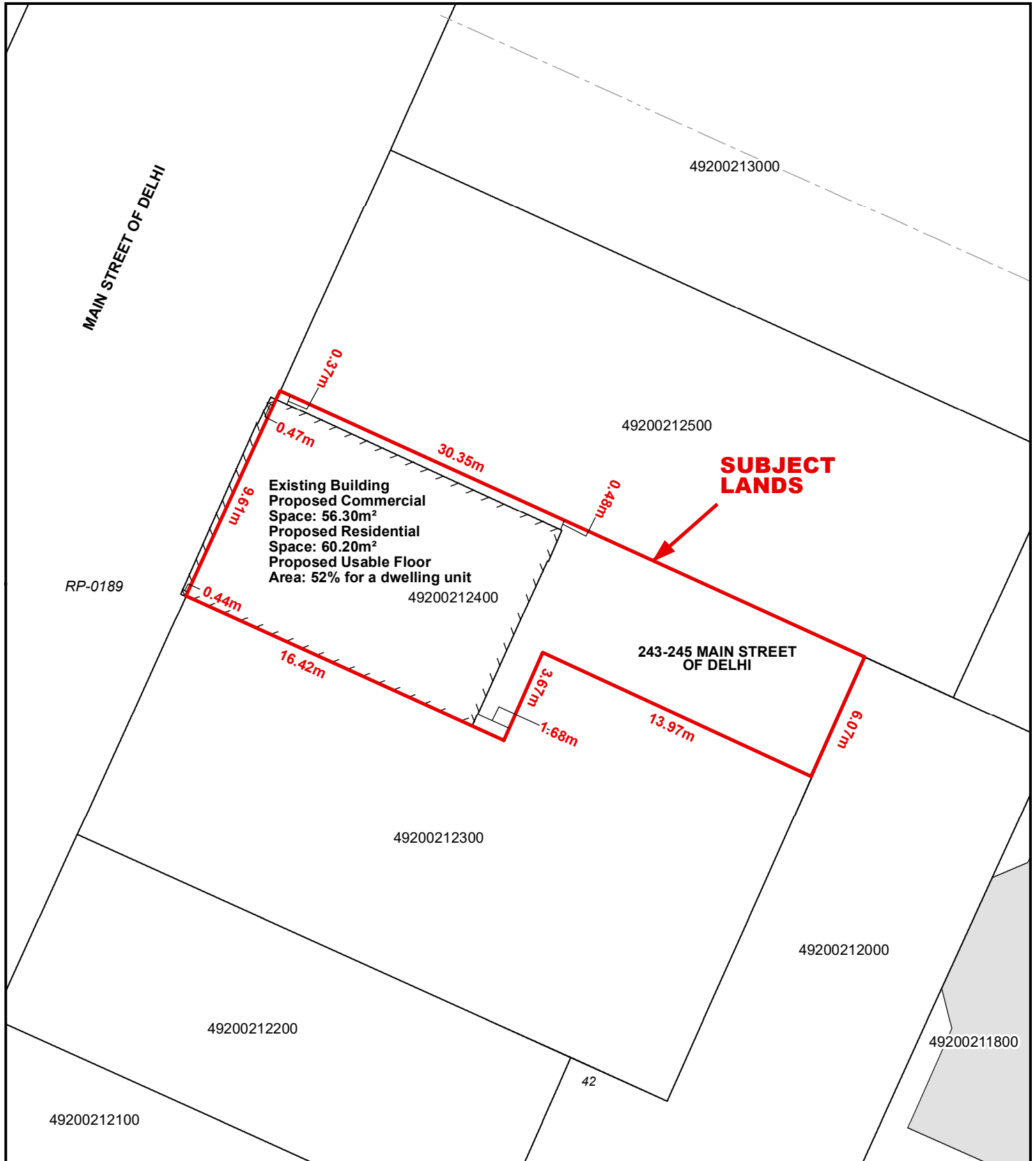


3/22/2022

2 1 0 2 4 6 8 Meters

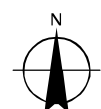
CONCEPTUAL PLAN

Urban Area of DELHI



Legend

Subject Lands



3/22/2022

2 1 0 2 4 6 8 Meters