

For Office Use Only:

File Number	ANPL2022088	Application Fee	\$1599.00
Related File Number	-	Conservation Authority Fee	N/A
Pre-consultation Meeting	-	Well & Septic Info Provided	N/A
Application Submitted	March 7, 2022 (1st draft)	Planner	Hanne Yager
Complete Application	May 5, 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: _____**A. Applicant Information****Name of Owner** _____

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 _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Name of Applicant _____

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 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:

B. Location, Legal Description and Property Information

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

Municipal Civic Address: _____

Present Official Plan Designation(s): _____

Present Zoning: _____

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:

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:

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:

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:

9. Existing use of abutting properties:

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. **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	69.7	30m MIN	5.7.2b	69.7m	
Lot depth	±50.5m	-	-	±50.5m	
Lot width	±58m	-	-	±58m	
Lot area	±2590sqm	4000sqm	5.7.2a	±2590sqm	
Lot coverage	0%	10% OR 100sqm MAX USABLE FLOOR AREA	3.2.1g	4% 115m2 ACC. USABLE FLOOR AREA	
Front yard	23.34m	6.0m	5.7.2c	20.14m	
Rear yard	7.25m	3.3m	3.3.2b	N/A	
Height	4.22m	6.0m	5.7.2c	5.68m	
Left Interior side yard	7.49m	3.3m	3.3.2b	1.31m	
Right Interior side yard	16.79m	3.3m	3.3.2b	3.3m	
Exterior side yard (corner lot)	-	-	-	-	
Parking Spaces (number)	2	3	4.9a, 4.9e	2 EXISTING PLUS 1 ADDITIONAL	
Aisle width	-	-	-	-	
Stall size	3mX5.8m	3mx5.8m	4.1.3a,b	2mx5.8m	
Loading Spaces	-	-	-	-	
Other	-	-	-	-	

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

The current setbacks for an accessory dwelling do not allow for optimal use of the property due to the current location of the existing dwelling unit and the orientation of the existing property lines to which they relate. The only other location for the building is the South East corner. However that would entail the the whole front yard becoming asphalt driveway and the removal of an additional 12 mature trees.

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: _____

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.

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

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

Sewage Treatment

- | | |
|---|---|
| <input type="checkbox"/> Municipal sewers | <input type="checkbox"/> Communal system |
| <input 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 type="checkbox"/> Open ditches |
| <input type="checkbox"/> Other (describe below) | |
-

2. Existing or proposed access to subject lands:

- | | |
|---|---|
| <input type="checkbox"/> Municipal road | <input type="checkbox"/> Provincial highway |
| <input type="checkbox"/> Unopened road | <input type="checkbox"/> 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

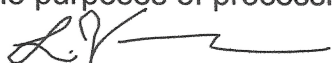
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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



16 Feb 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 CARLY + MATTHEW WOODHEAD 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.



FEB 16, 2022

Owner

Date



FEB 16, 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

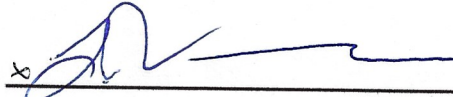
I, Lloyd Vermeer of Woodstock

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 Woodstock



Owner/Applicant/Agent Signature

In County of Oxford

This 16th day of February

A.D., 2022



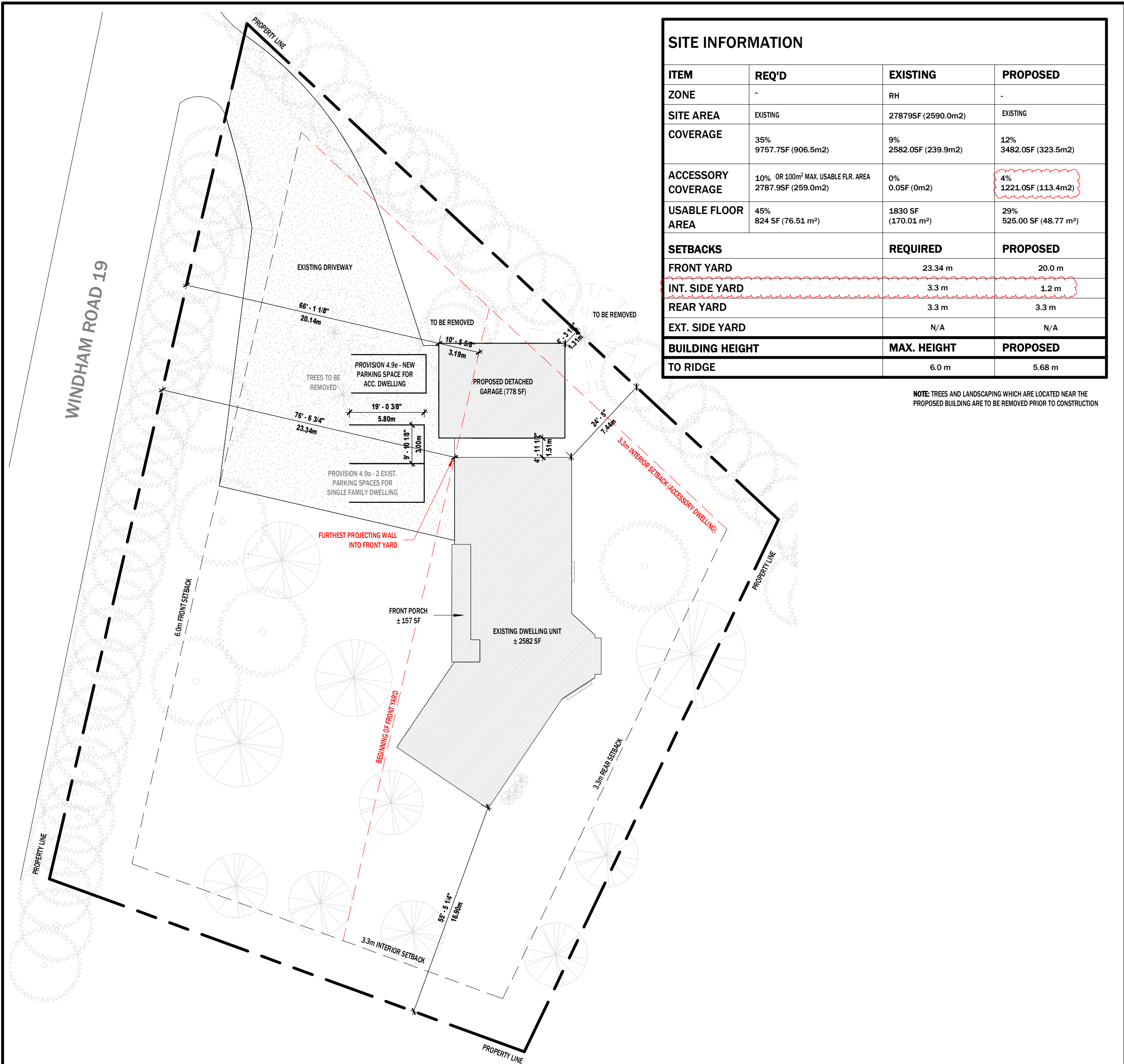
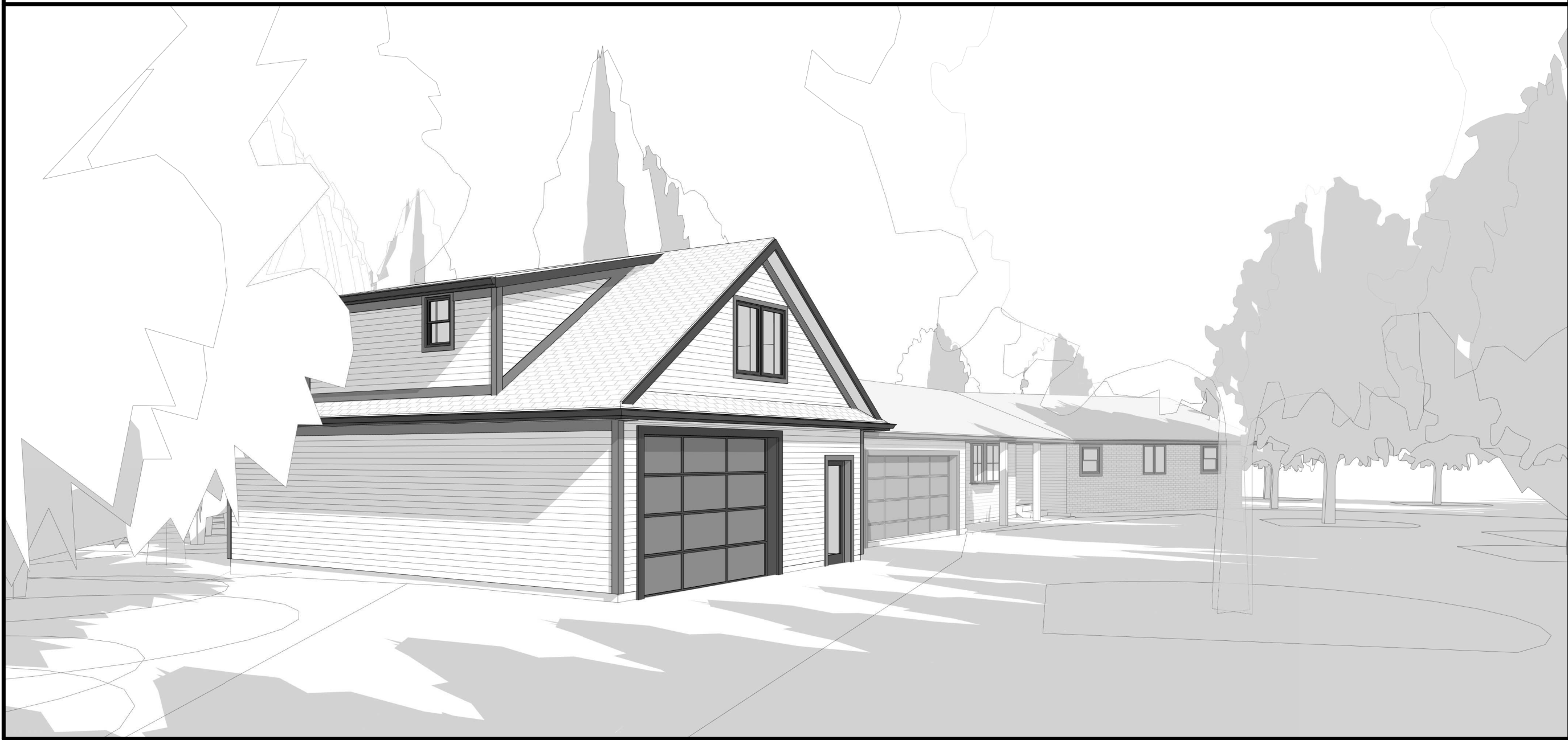
A Commissioner, etc.

Marlene Elizabeth Matheson,
a Commissioner, etc,
Province of Ontario, for
White Coad LLP, Barristers & Solicitors
Expires December 1, 2023

Marlene Elizabeth Matheson,
a Commissioner, etc,
Province of Ontario, for
White Coad LLP, Barristers & Solicitors
Expires December 1, 2023

DETACHED GARAGE

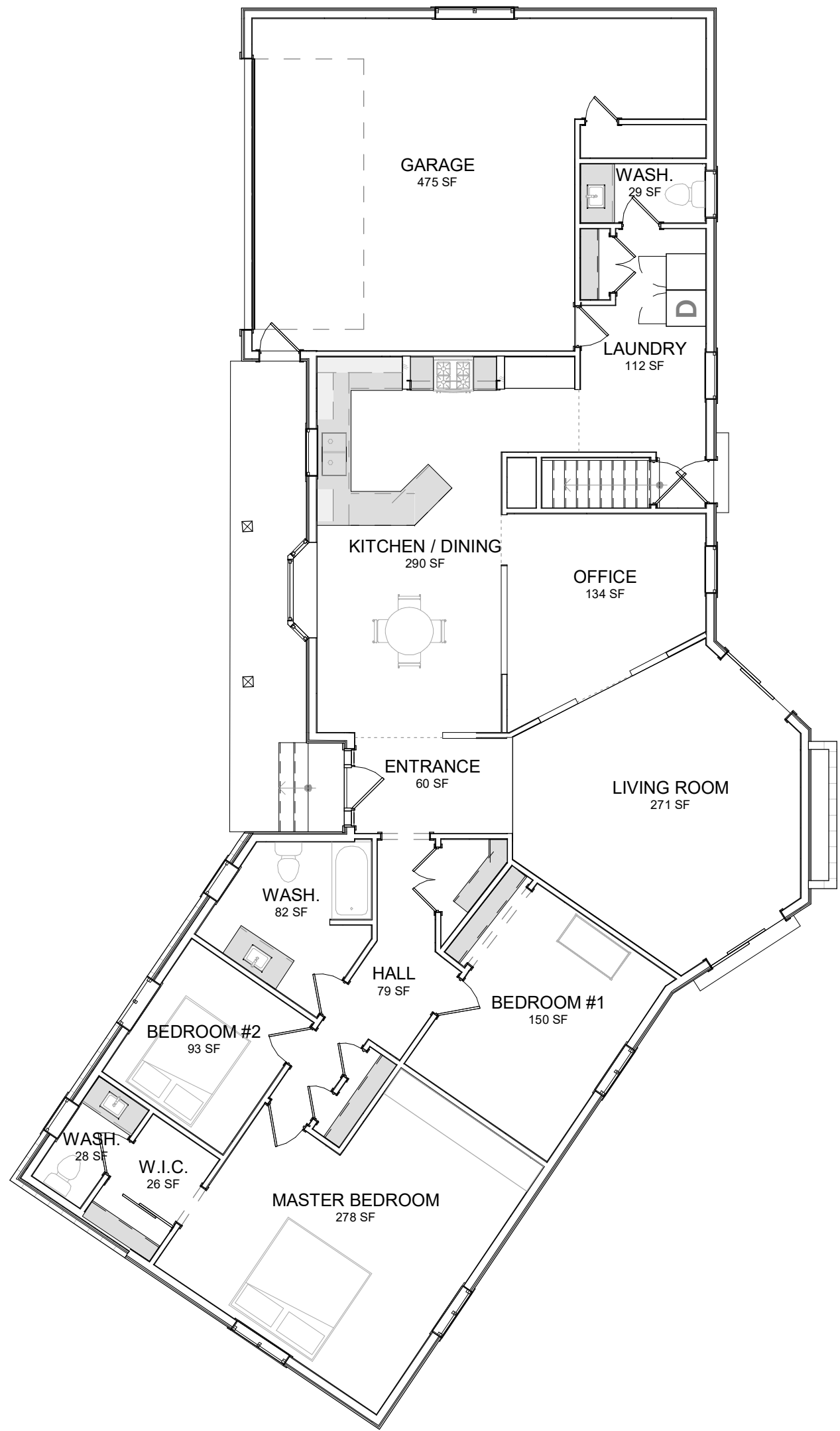
1880 WINDHAM RD. 19, LA SALETTE, ON



SITE INFORMATION

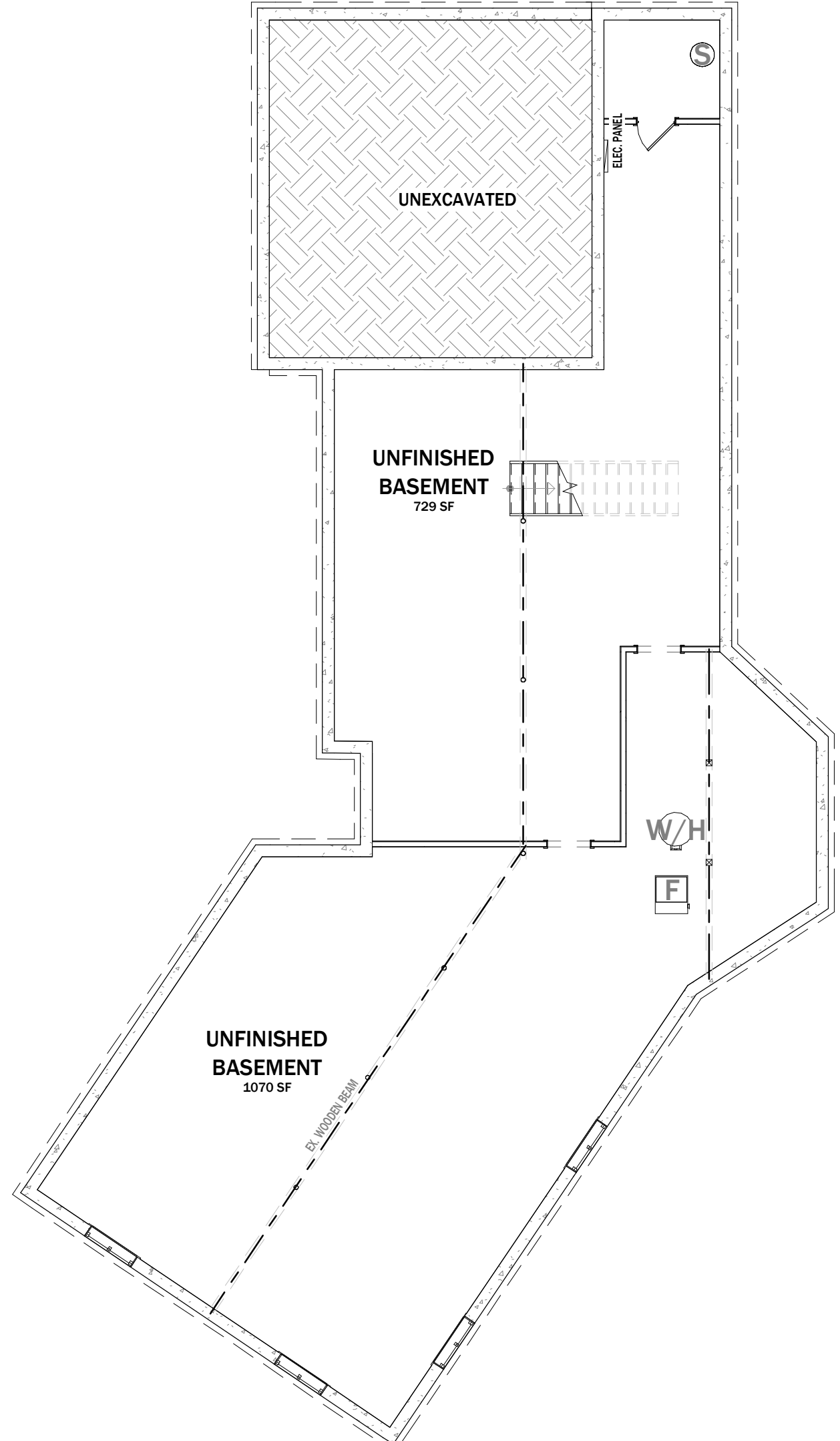
ITEM	REQ'D	EXISTING	PROPOSED
ZONE	-	RH	-
SITE AREA	EXISTING	27879SF (2590.0m ²)	EXISTING
COVERAGE	35% 9757.75F (906.5m ²)	9% 2582.0SF (239.9m ²)	12% 3482.0SF (323.5m ²)
ACCESSORY COVERAGE	10% OR 100m ² MAX. USABLE FLR. AREA 2787.95F (259.0m ²)	0% 0.0SF (0m ²)	4% 1221.0SF (113.4m ²)
USABLE FLOOR AREA	45% 824 SF (76.51 m ²)	1830 SF (170.01 m ²)	29% 525.00 SF (48.77 m ²)
SETBACKS		REQUIRED	PROPOSED
FRONT YARD		23.34 m	20.0 m
INT. SIDE YARD		3.3 m	1.2 m
REAR YARD		3.3 m	3.3 m
EXT. SIDE YARD		N/A	N/A
BUILDING HEIGHT		MAX. HEIGHT	PROPOSED
TO RIDGE		6.0 m	5.68 m

NOTE: TREES AND LANDSCAPING WHICH ARE LOCATED NEAR THE PROPOSED BUILDING ARE TO BE REMOVED PRIOR TO CONSTRUCTION



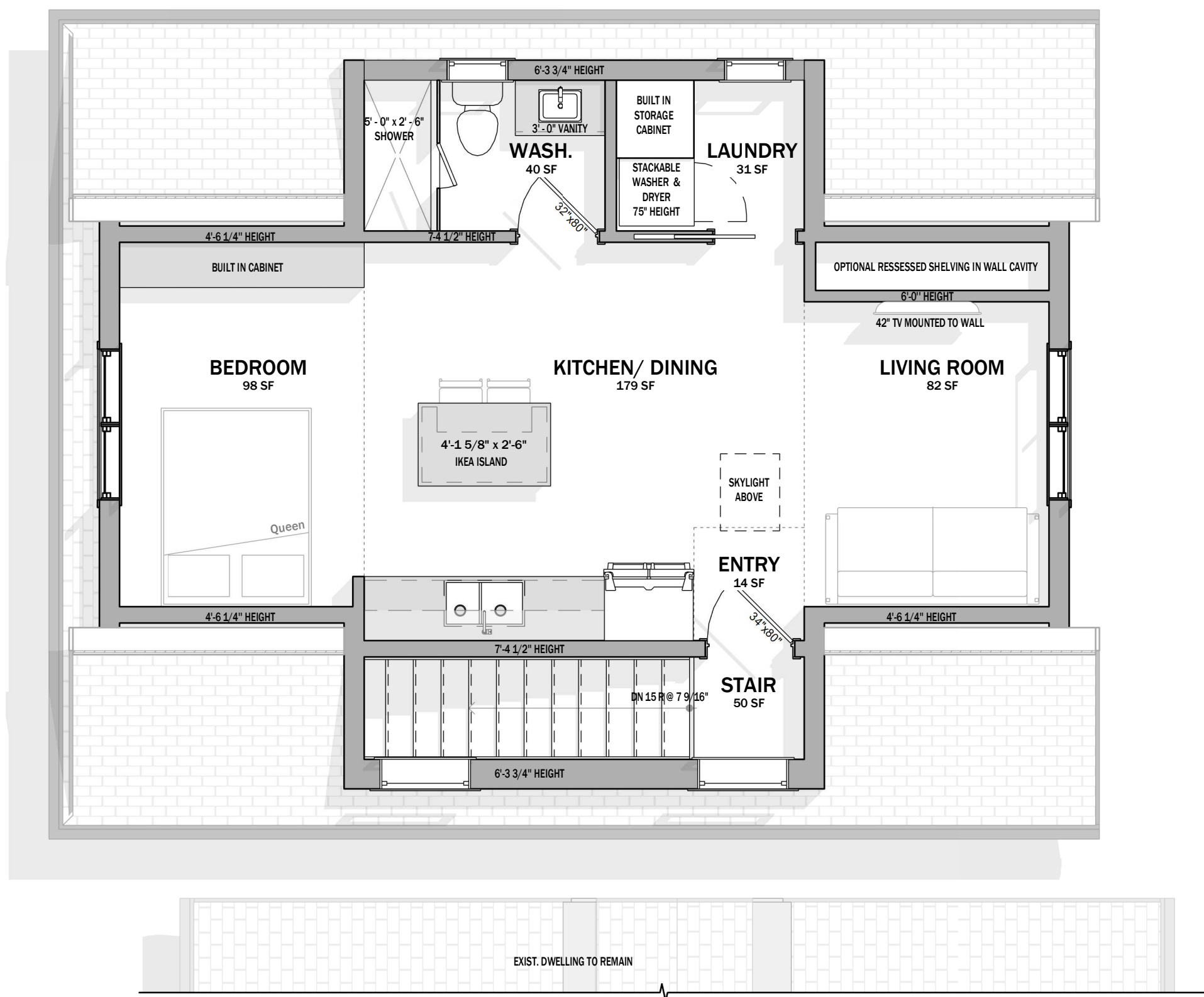
EXIST DWELLING - MAIN FLOOR PLAN

1/8" = 1'-0"
USABLE FLOOR AREA = 1830 SQFT.



AS-BUILT BASEMENT FLOOR PLAN

1/8" = 1'-0"



PROPOSED GARAGE - SECOND FLOOR PLAN (GRANNY SUITE)

1/4" = 1'-0"
USABLE FLOOR AREA = 524 SQFT.

GENERAL NOTES:

- DRAWINGS ARE NOT TO BE SCALED.
- ALL DIMENSIONS AND INSTALLATIONS ARE TO BE VERIFIED ON SITE.
- ALL DIMENSIONS INDICATED ON FLOOR PLANS ARE TO EXTERIOR FACE OF EXTERIOR WALLS, OR FACE OF STRUCTURE / FACE OF STUD OF INTERIOR PARTITIONS. SEE FLOOR PLANS FOR ADDITIONAL DIMENSION NOTES.
- CONTRACTOR TO COMPLY TO ONTARIO BUILDING CODE (OBC) 2012 IN ADDITION TO ANY AND ALL AUTHORITIES HAVING JURISDICTION DURING ALL PHASES OF WORK.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO BRING ALL OMISSIONS, DISCREPANCIES, INCLUDING DIMENSIONS, TO THE ATTENTION OF THE DESIGNER PRIOR TO THE COMMENCING OF ANY WORK.
- PROVIDE 19mm PLYWOOD BACKING AT SURFACE MOUNTED ELECTRICAL PANEL LOCATIONS. ENSURE CONTINUITY OF VAPOUR BARRIER AND INSULATION AS REQ'D.
- SEAL ALL ARCHITECTURAL, STRUCTURAL, MECHANICAL OR ELECTRICAL PENETRATIONS IN WALL AND/OR FLOOR ASSEMBLIES WITH AN APPROVED PRODUCT / SYSTEM TO MAINTAIN REQUIRED FIRE RATING AND ACOUSTICAL MINIMUMS.
- THESE ARCHITECTURAL DRAWINGS SHALL BE READ IN CONJUNCTION WITH SURVEY, STRUCTURAL, MECHANICAL AND ELECTRICAL DRAWINGS.
- ANY CEILING HEIGHTS SHOWN ON THE FLOOR PLANS ARE FROM 1st FLOOR TO CEILING TO BE WOOD PLATE OR UNDERSIDE OF TRUSS.
- * INDICATES STRUCTURAL ELEMENT DESIGNED TO PART 4 OF THE O.B.C. BY A PROFESSIONAL ENGINEER.
- ** INDICATES PRE-ENGINEERED ELEMENT SUPPLIED BY MANUFACTURER.
- ALL WOOD FRAMING TO MEET SECTION 9.23 OF THE O.B.C.
- TRUSSES TO BE 2'-0" O.C. MAX (DESIGN BY OTHERS)
- ATTIC ACCESS HATCH TO BE 3'-6" BY 1'-10" LOCATION TO BE ADJUSTED IN COORDINATION WITH TRUSS LAYOUT

NO.	DESCRIPTION	DATE
00	ISSUED FOR REVIEW	2021-10-01
01	ISSUED FOR REVIEW	2021-10-29
02	ISSUED FOR COORDINATION	2021-11-08
03	ISSUED FOR CLIENT REVIEW	2021-12-03
04	ISSUED FOR VARIANCE	2021-12-20
05	RE-ISSUED FOR VARIANCE	2022-02-16
06	RE-ISSUED FOR VARIANCE	2022-03-07
07	RE-ISSUED FOR VARIANCE	2022-05-05

THE UNDERSIGNED HAS REVIEWED AND TAKES RESPONSIBILITY FOR THIS DESIGN AND HAS THE QUALIFICATIONS AND MEETS THE REQUIREMENTS SET OUT IN THE ONTARIO BUILDING CODE TO	
QUALIFICATION INFORMATION:	
NAME	SIGNATURE
BCIN #	FIRM BCIN #

PROJECT:
1880 WINDHAM RD. - DETACHED GARAGE
1880 WINDHAM RD. 19, LA SALETTE, ON, N0E 1H0

VS DESIGN STUDIO

519-290-8737 | info@vsds.ca | www.vsds.ca

DRAWING TITLE:

COVER PAGE

PROJECT NUMBER: 21116

DRAWN: C.KINZIE

CHECKED: N.SIEMON

SCALE: As indicated

DATE: 2022-05-05 10:10:49 AM

DRAWING NO:

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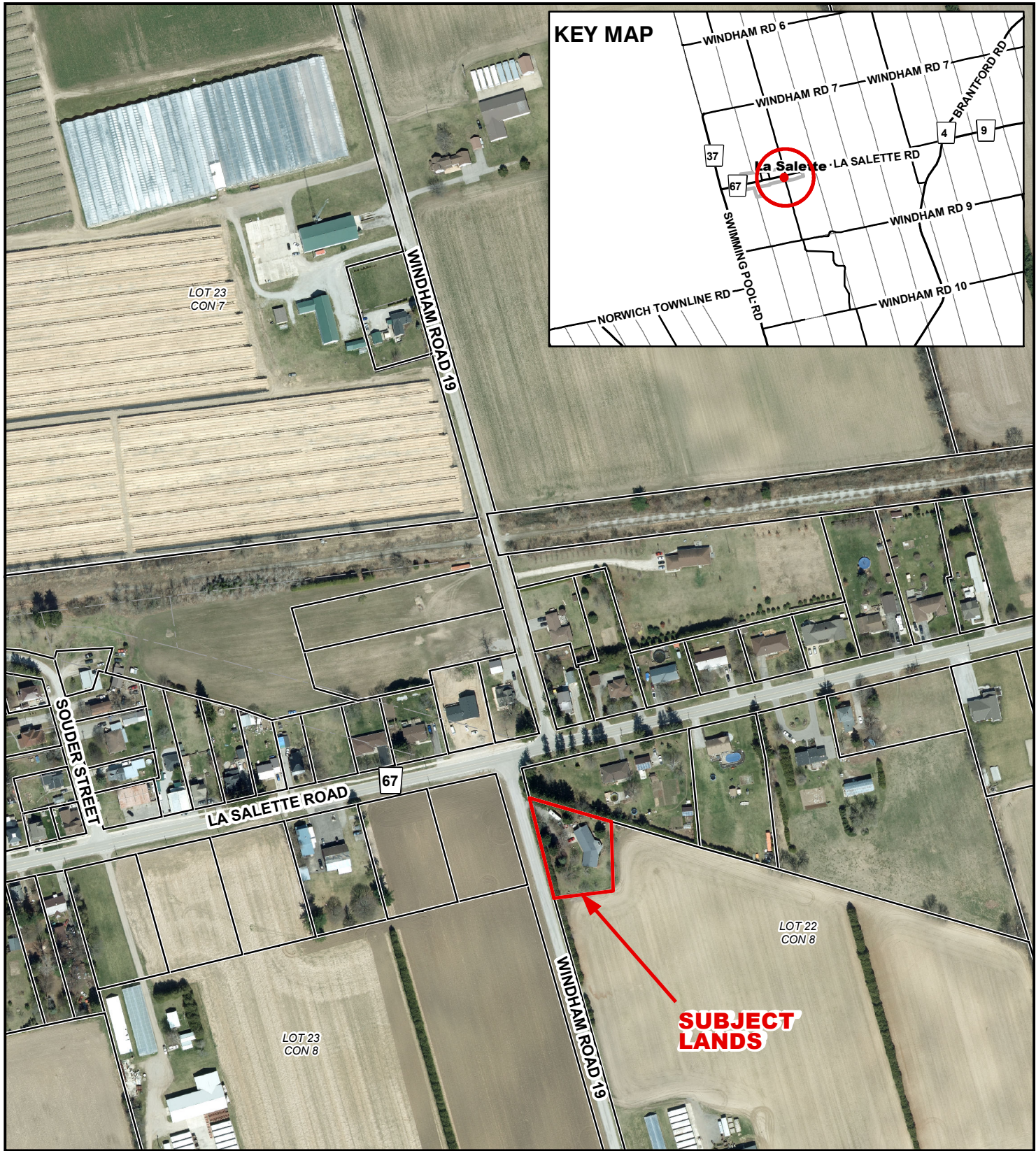


NO.	DESCRIPTION	DATE
00	ISSUED FOR REVIEW	2021-10-01
01	ISSUED FOR REVIEW	2021-10-20
02	ISSUED FOR COORDINATION	2021-11-01
03	ISSUED FOR CLIENT REVIEW	2021-12-01
04	ISSUED FOR VARIANCE	2021-12-23
05	RE-ISSUED FOR VARIANCE	2022-02-02
06	RE-ISSUED FOR VARIANCE	2022-03-01
07	RE-ISSUED FOR VARIANCE	2022-05-01


PROJECT:
1880 WINDHAM RD. -
DETACHED GARAGE
1880 WINDHAM RD. 19, LA SALETTE, ON, NOE 1H0



A-1

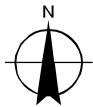


Legend

 Subject Lands

2020 Air Photo

5/9/2022



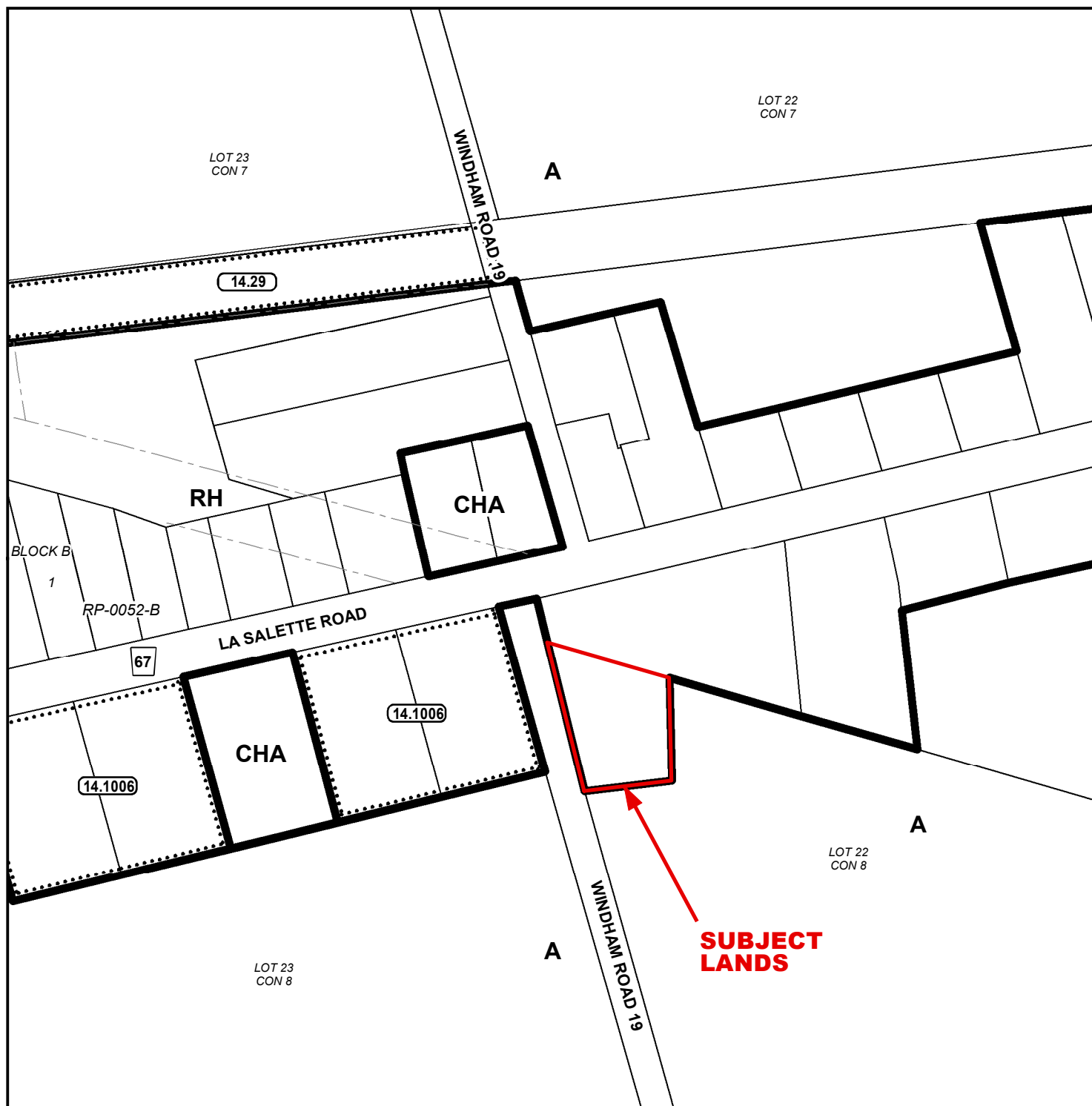
2512.5 0 25 50 75 100 Meters

MAP B

ZONING BY-LAW MAP

Geographic Township of WINDHAM

ANPL2022088



LEGEND

Subject Lands

ZONING BY-LAW 1-Z-2014

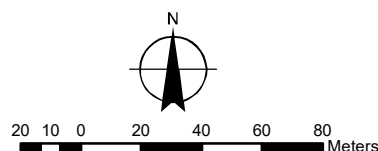
5/9/2022

(H) - Holding

A - Agricultural Zone

CHA - Hamlet Commercial Zone

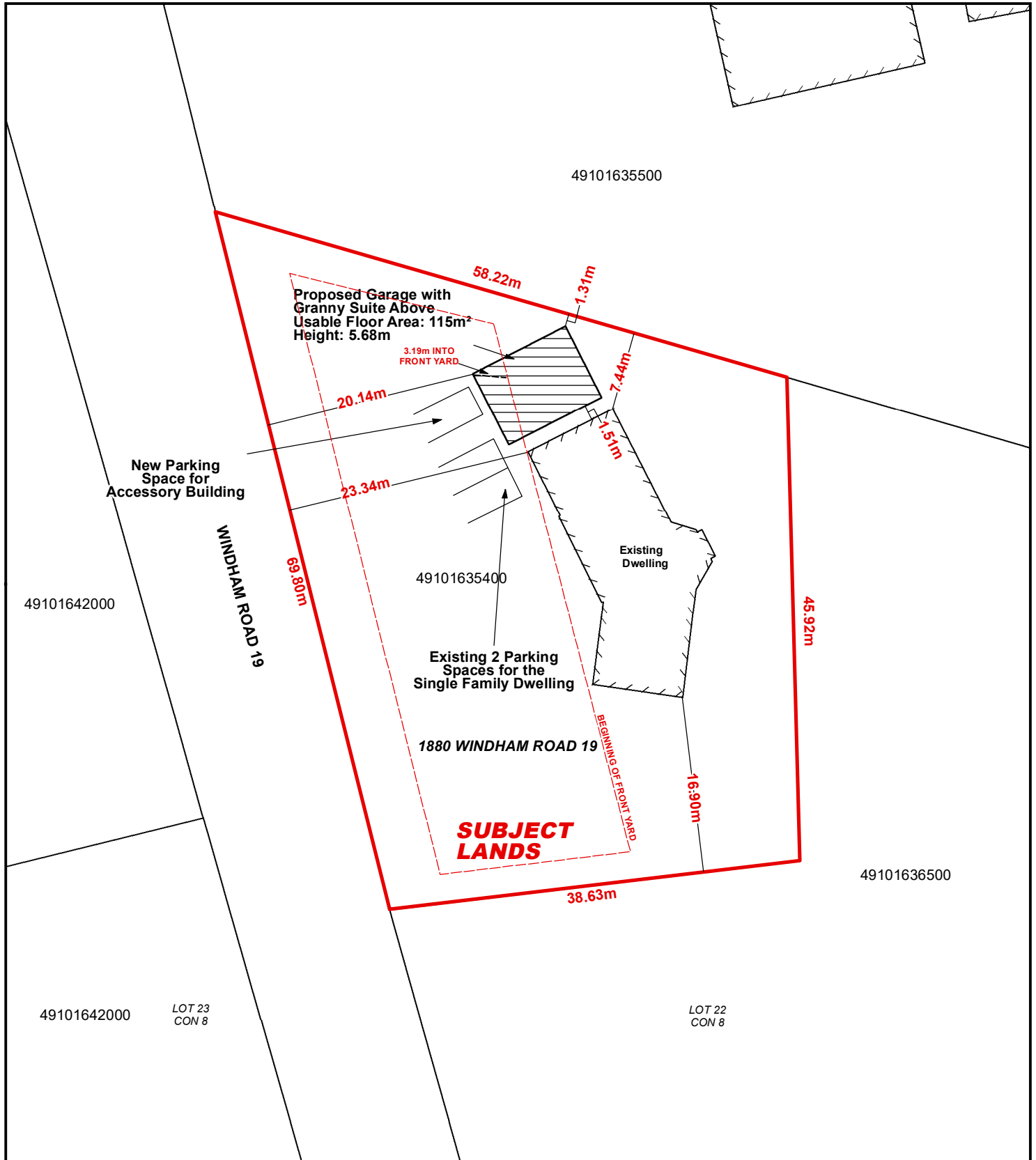
RH - Hamlet Residential Zone



CONCEPTUAL PLAN

Geographic Township of WINDHAM

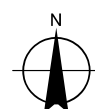
REVISED



Legend

Subject Lands

7/5/2022

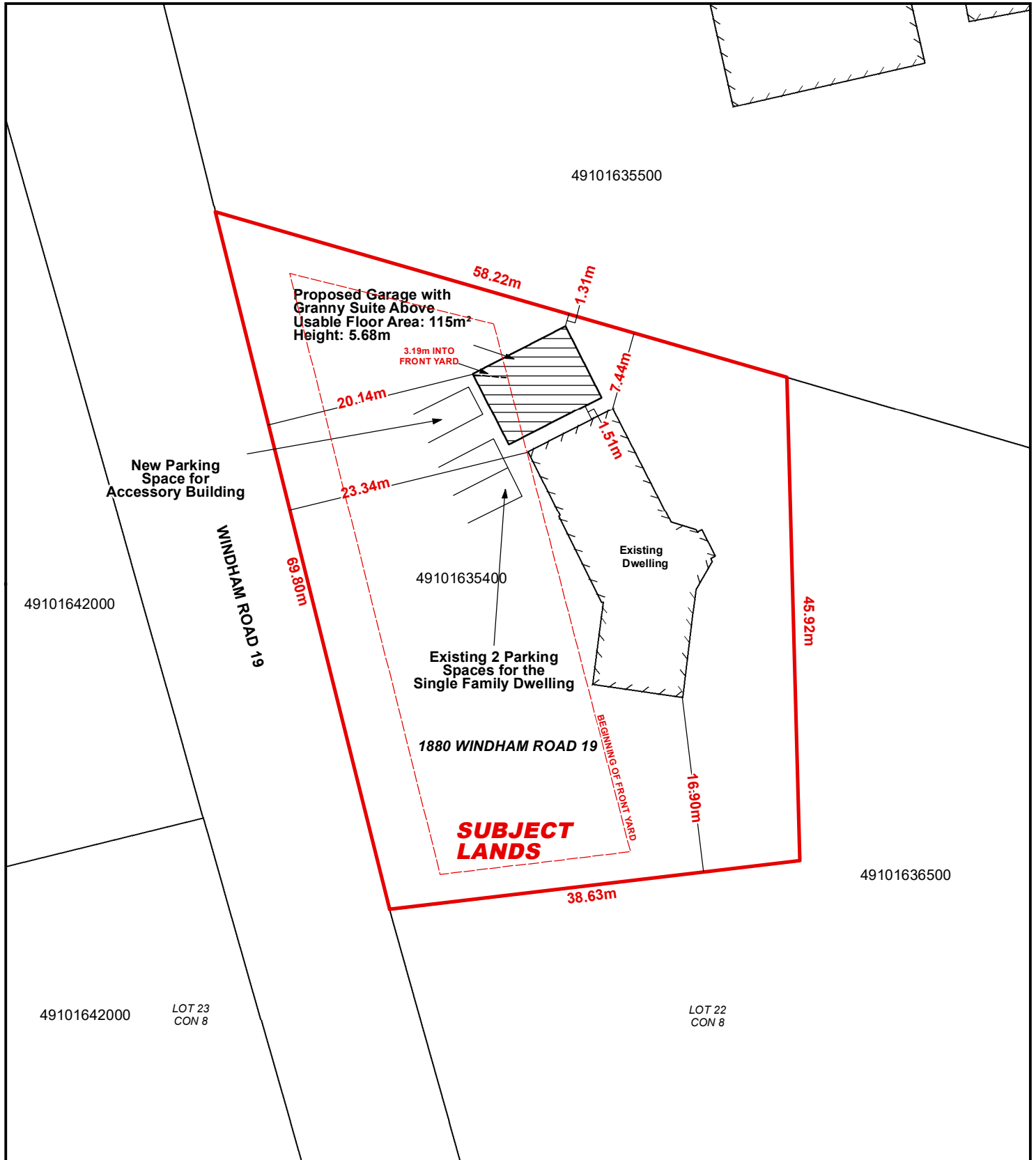


4 2 0 4 8 12 16 Meters

CONCEPTUAL PLAN

Geographic Township of WINDHAM

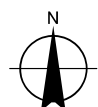
REVISED



Legend

Subject Lands

7/5/2022



4 2 0 4 8 12 16 Meters