

Committee of Adjustment Application to Planning Department

Complete Application

A complete Committee of Adjustment application consists of the following:

1. A properly completed and signed application form (signature must on original version);
2. Supporting information adequate to illustrate your proposal as listed in **Section H** of this application form (plans are required in paper copy and digital PDF format);
3. Written authorization from all registered owners of the subject lands where the applicant is not the owner as per Section N; and,
4. Cash, debit or cheque payable to Norfolk County in the amount set out in the Norfolk County User Fees By-Law.
5. The completed application and fees are to be mailed to the attention of **Secretary Treasurer – Committee of Adjustment**: 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 or email your application committee.of.adjustment@norfolkcounty.ca. Make sure submissions are clearly labelled including address, name, and application type. Failure to do so may impact the timing of your application.

The above listed items are required to ensure that your application is given full consideration. An incomplete or improperly prepared application will not be accepted and may result in delays during the processing of the application. This application must be typed or printed in ink and completed in full.

Please review all of the important information summarised below.

Before your Application is Submitted

A pre-consultation meeting is not usually required for Committee of Adjustment applications; however, discussion with Planning Department staff prior to the submission of an application is **strongly encouraged**. The purpose of communicating with a planner **before** you submit your application is: to review your proposal / application, to discuss potential issues; and to determine the required supporting information and materials to be submitted with your application before it can be considered complete by staff. You might find it helpful to retain the services of an independent professional (such as a registered professional planner) to help you with your application. Information about the Official Plan and Zoning By-law can be found on the County website: www.norfolkcounty.ca/planning

After Your Application is Submitted

Once your payment has been received and the application submitted, in order for your application to be deemed complete all of the components noted above are required.

Incomplete applications will be identified and returned to the applicant. The *Planning Act* permits up to 30 days to review and deem an application complete.

Once your application has been deemed complete by the Planning Department, it is then circulated to public agencies and County departments for review and comment. A sign is also provided that is required to be posted on the subject lands that summarizes the application and identifies the committee meeting date. The comments received from members of the community will be included in the planning report and will inform any recommendations in relation to the application.

If the subject lands are located in an area that is regulated by either the Long Point Region Conservation Authority or by the Grand River Conservation Authority an additional fee will be required if review by the applicable agency is deemed necessary. A separate cheque payable to the Long Point Region Conservation Authority or the Grand River Conservation Authority is required in accordance with their fee schedule at the same time your application is submitted.

Additional studies required as part of the complete application shall be at the sole expense of the applicant. In some instances peer reviews may be necessary to review particular studies and that the cost shall be at the expense of the applicant. The company to complete the peer review shall be selected by the County.

If the application is withdrawn prior to the circulation to commenting agencies, the entire original fee will be refunded. If withdrawn after the circulation to agencies, half the original fee will be refunded. No refund is available after the public meeting and/or approval of application.

Notification Sign Requirements

Planning Department staff may post a notification sign on your property in advance of the public meeting on your behalf. Please keep this sign posted until you have received a notice in the mail indicating that the Secretary Treasurer received no appeals. However, it is the applicant's responsibility to ensure that the sign is correctly posted within the statutory timeframes, according to the *Planning Act*. Failure to post a sign in advance of the public meeting in accordance with statutory requirements will impact the timing of your application at the Committee of Adjustment meeting. Applicants are responsible for removal of the sign following the appeal period. The signs are recyclable and can be placed in your blue box.

Contact Us

For additional information or assistance in completing this application, please contact a planner at 519-426-5870 ext. 1842 or Committee.of.Adjustment@NorfolkCounty.ca



For Office Use Only:

File Number	<u>ANPL2022226</u>	Application Fee	<u>\$1599.00</u>
Related File Number	<u>N/A</u>	Conservation Authority Fee	<u>N/A</u>
Pre-consultation Meeting	<u>-</u>	Well & Septic Info Provided	<u>N/A</u>
Application Submitted	<u>July 13, 2022</u>	Planner	<u>Hanne Yager</u>
Complete Application	<u>August 3, 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: 40201004001

A. Applicant Information

Name of Owner Lyan Wozniak

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 31 Tamarack Way

Town and Postal Code Simcoe N3Y 0E7

Phone Number 519-428-5604

Cell Number N/A.

Email lyan.wozniak@hotmail.com

Name of Applicant Lyan Wozniak

Address 31 Tamarack

Town and Postal Code Simcoe N3Y 0E7

Phone Number 519-428-5604

Cell Number N/A

Email lyan.wozniak@hotmail.com

Name of Agent

Bill Klyn Carpentry Inc. (Mark)

Address

2 Palmer St. East

Town and Postal Code

Norwich N1S 1P0

Phone Number

519-424-2816

Cell Number

519-532-4494

Email

mark@bkcarpentry.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 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:

N/A

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 ~~11~~ NULCP40 Level 1 Unit 40

Municipal Civic Address: 31 Tamarack Way

Present Official Plan Designation(s): Urban Residential of Amended #22

Present Zoning: R4 under site plan control

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

☒ Yes ☒ No If yes, please specify:

14.828

3. Present use of the subject lands:

Residential Townhouses

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 townhouse + deck 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.

Sunroom to be used as outdoor space

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 to enclose the area under the existing deck

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:

3 years

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. **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	8.401m			8.401m	
Lot depth	30.053m			30.053m	
Lot width	8.401m			8.401m	
Lot area	252.48m ²			252.48m ²	
Lot coverage	139.98m ²			160.05m ²	
Front yard	5.77m			5.77m	
Rear yard	6.96m	6.0m		3.3m	2.7m
Height	2.946	11m		2.946	
Left Interior side yard	—	1.2m		0.559	0.641
Right Interior side yard	—	1.2m 1.2m		2.692	
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:

Rear yard is too small to allow full setback
of anything built in yard

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~~ **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:

Former Farmland

4. If you answered yes to any of the above questions in Section D, a previous use inventory showing all known former uses of the subject lands, or if appropriate, the adjacent lands, is needed. Is the previous use inventory attached? ☐ Yes ☐ No

E. 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:

Proposed going under an existing structure and
not developing new land

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 to not have any effect on water flow or
drinking water sources

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

- ☒ Municipal piped water
☐ Individual wells

- ☐ Communal wells
☐ Other (describe below)

Sewage Treatment

- ☒ Municipal sewers

- ☐ Communal system

- ☐ Septic tank and tile bed in good working order ☐ Other (describe below)

Storm Drainage

- ☒ Storm sewers

- ☐ Open ditches

- ☐ Other (describe below)

2. Existing or proposed access to subject lands:

- ☒ Municipal road

- ☐ Provincial highway

- ☐ Unopened road

- ☐ Other (describe below)

Name of road/street:

Tamarack Way

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.

Proposed to enclose under an existing deck with
a screenroom. Not a significant development

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.

[Signature]
Owner/Applicant/Agent Signature

June 30, 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 Lynn Wozniak am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Lynn Wozniak 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.

[Signature]
Owner

July 13, 2022
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, Mark Ryan of Telluride Ave.

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 _____

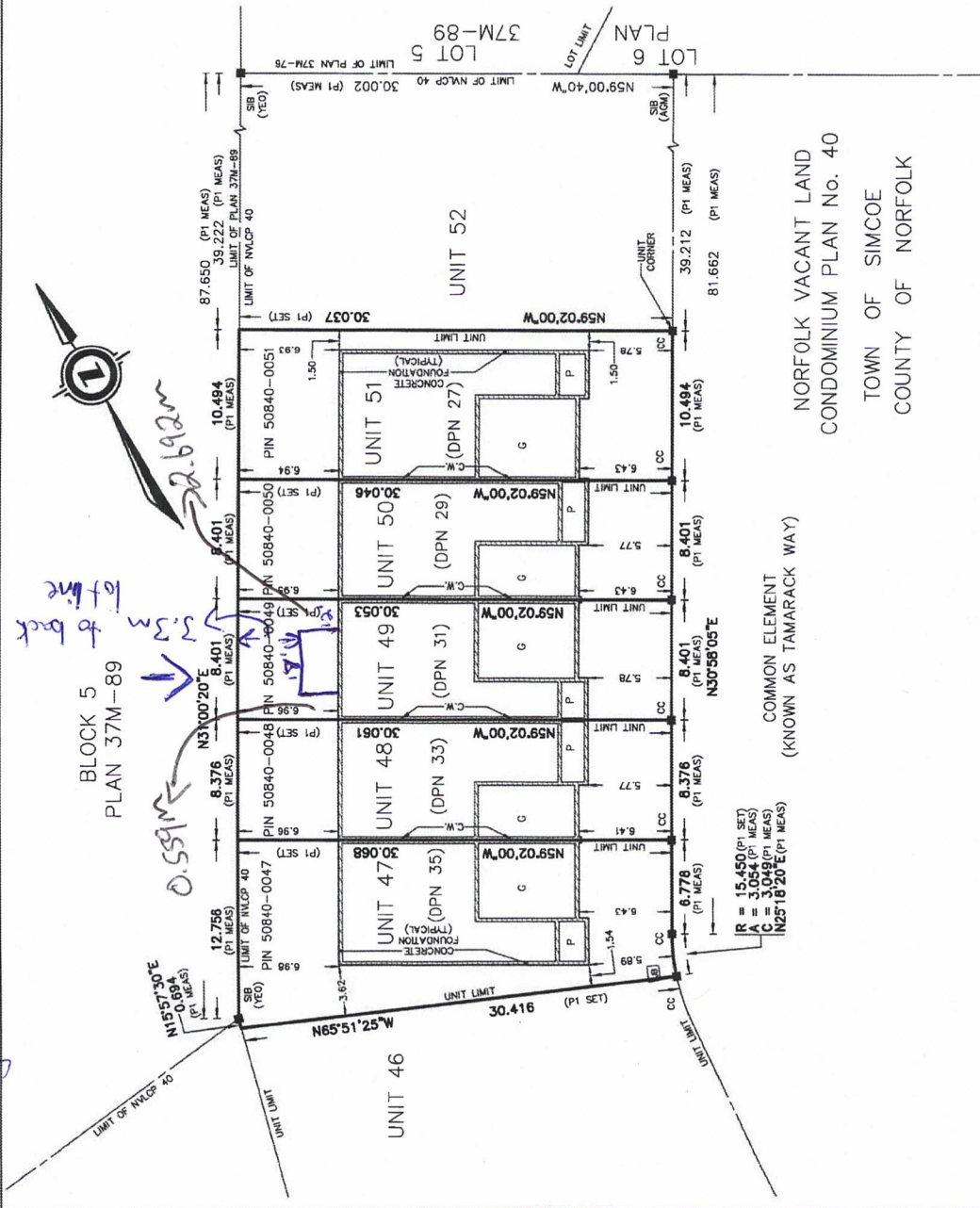
This _____ day of _____

A.D., 20____

A Commissioner, etc.

Wbzniaf
31 Tamarack Way
Simcoe

Existing deck 12' x 18'

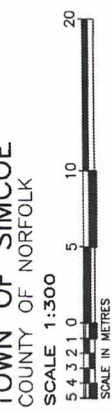


SURVEYOR'S REAL PROPERTY REPORT

PART A

PLAN OF ALL OF
UNITS 47, 48, 49, 50 AND 51,
LEVEL 1, NORFOLK VACANT LAND
CONDOMINIUM PLAN No. 40
IN THE
TOWN OF SIMCOE
COUNTY OF NORFOLK

SCALE 1:300



2021
ARCHIBALD, GRAY & MCKAY LTD.
ONTARIO LAND SURVEYORS

NOTES & LEGEND

BEARINGS ARE UTM GRID BEARINGS, REFERRED TO CONTROL POINTS
ORP 1, ORP 2 AND ORP 3 AS SHOWN ON NORFOLK VACANT LAND
CONDOMINIUM PLAN No. 40.

DISTANCES SHOWN HEREON ARE GROUND DISTANCES.

- DENOTES MONUMENT FOUND
- DENOTES MONUMENT PLANTED
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- CC DENOTES CUT CROSS
- AGM DENOTES ARCHIBALD, GRAY & MCKAY LTD., O.L.S.'s
- YEO DENOTES VALLEY & YEO, O.L.S.'s
- NVLCP DENOTES NORFOLK VACANT LAND CONDOMINIUM PLAN
- G DENOTES GARAGE
- P DENOTES PORCH
- C.W. DENOTES CENTRELINE OF WALL
- P1 DENOTES NVLCP 40
- JB DENOTES JUNCTION BOX

NOTE RE: MONUMENTATION
ALL MONUMENTS SHOWN HEREON WERE SET BY AGM
UNLESS NOTED BY OTHERWISE.

SURVEYOR'S CERTIFICATE:

I CERTIFY THAT:

- 1) THIS SURVEY AND PLAN ARE CORRECT AND IN
ACCORDANCE WITH THE SURVEYS ACT AND THE
SURVEYORS ACT AND THE REGULATIONS MADE
UNDER THEM.

- 2) THE SURVEY WAS COMPLETED ON THE
7th DAY OF JANUARY, 2021.

march 18/2021

ROBERT WOOD
ONTARIO LAND SURVEYOR

ASSOCIATION OF ONTARIO
LAND SURVEYORS
PLAN SUBMISSION FORM
2166532



THIS PLAN IS NOT VALID
UNLESS IT IS AN EMBOSSED
SIGNATURE OF THE SURVEYOR
ISSUED BY THE SURVEYOR
IN ACCORDANCE WITH
REGULATION 286 Section 2(8)

AGM
PLAN • SURVEY • ENGINEER

ARCHIBALD, GRAY & MCKAY LTD.
35-14 WHITE OAK ROAD, LONDON, ON, N6E 2Z9
PHONE: 519.885.5300 FAX: 519.885.5303
EMAIL: info@agm.on.ca WEB: www.agm.on.ca

METRIC:

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

THIS REPORT WAS PREPARED FOR
WARREN D. SINCLAIR CONSTRUCTION LTD.

F:\Projects\BLORES\CONDO5\Condo 40 Simcoe\Block 5

DRAWN BY: CRC
CHECKED BY: DDC
FILE: CONDO40B7SR.dwg
COCO FILE: CONDO40GN.COG
PLAN No: W-18123
FILE No: SIMT-CONDO40-01-7

PART B

SURVEY REPORT

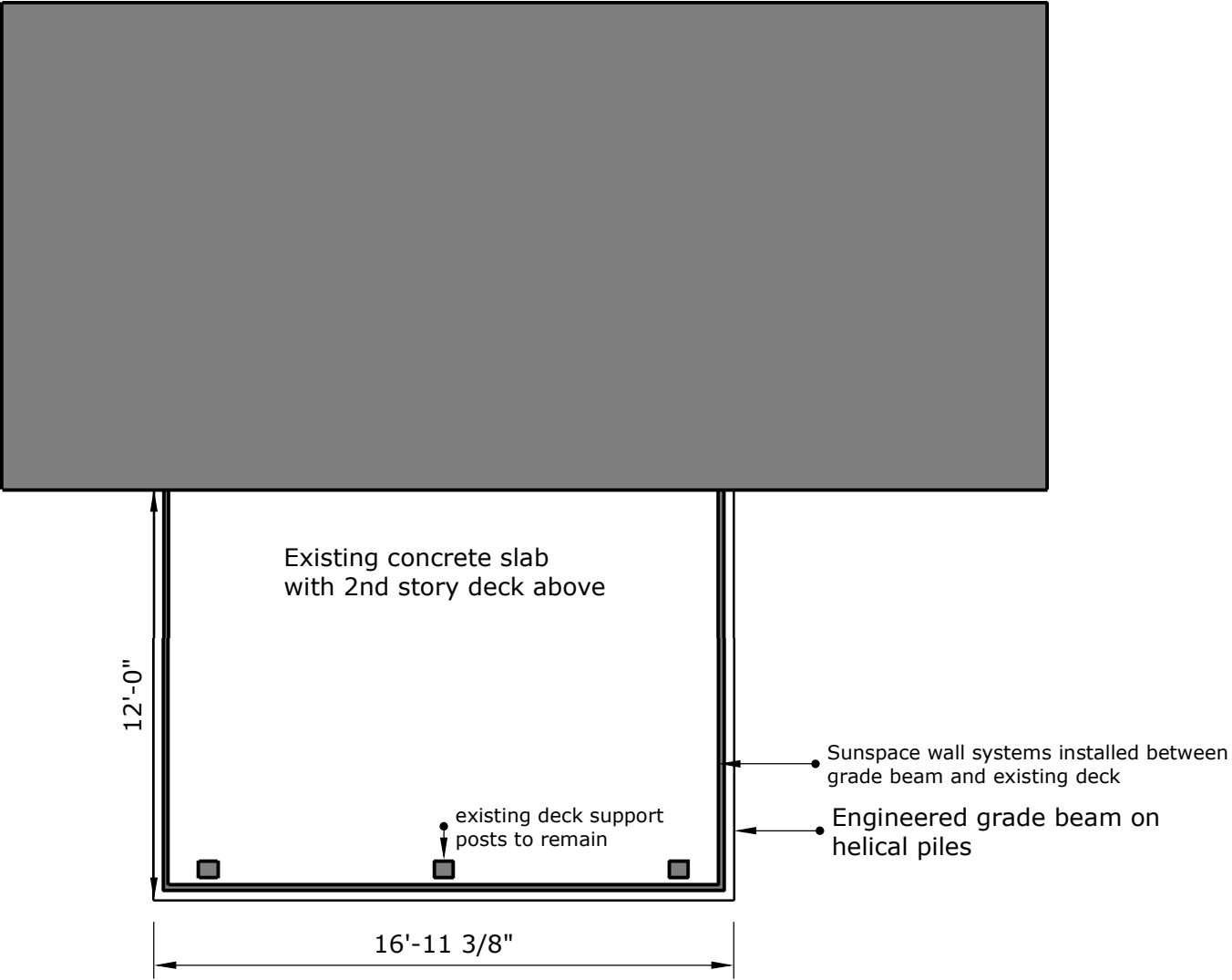
march 18/2021

1. THIS REPORT DOES NOT CERTIFY ZONING COMPLIANCE.

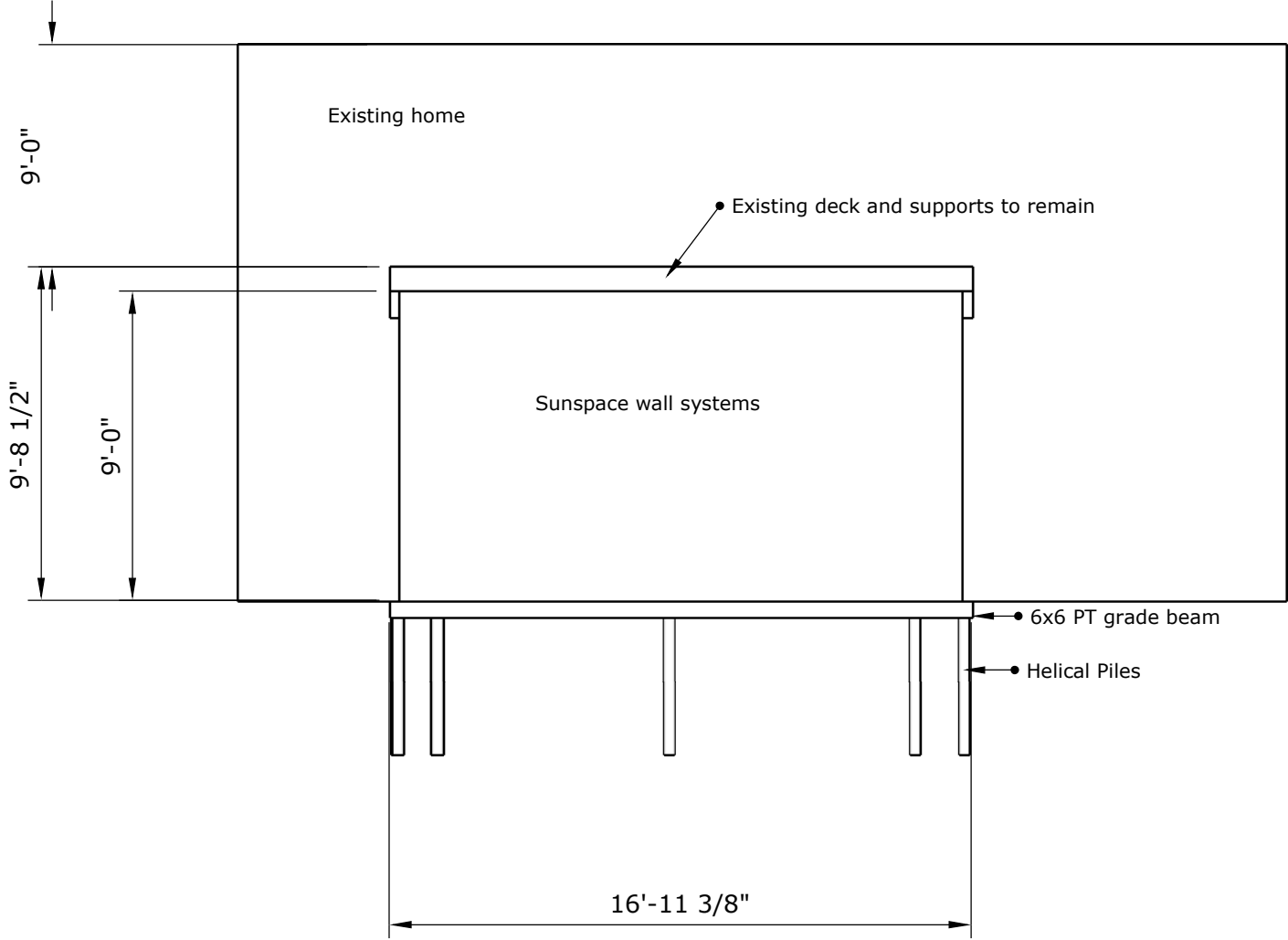
2. SITUATE ON THE PARCEL IS A CONCRETE FOUNDATION.

3. NOTE THE LOCATION OF THE JUNCTION BOX AT THE SOUTHEASTERLY CORNER OF UNIT 47.

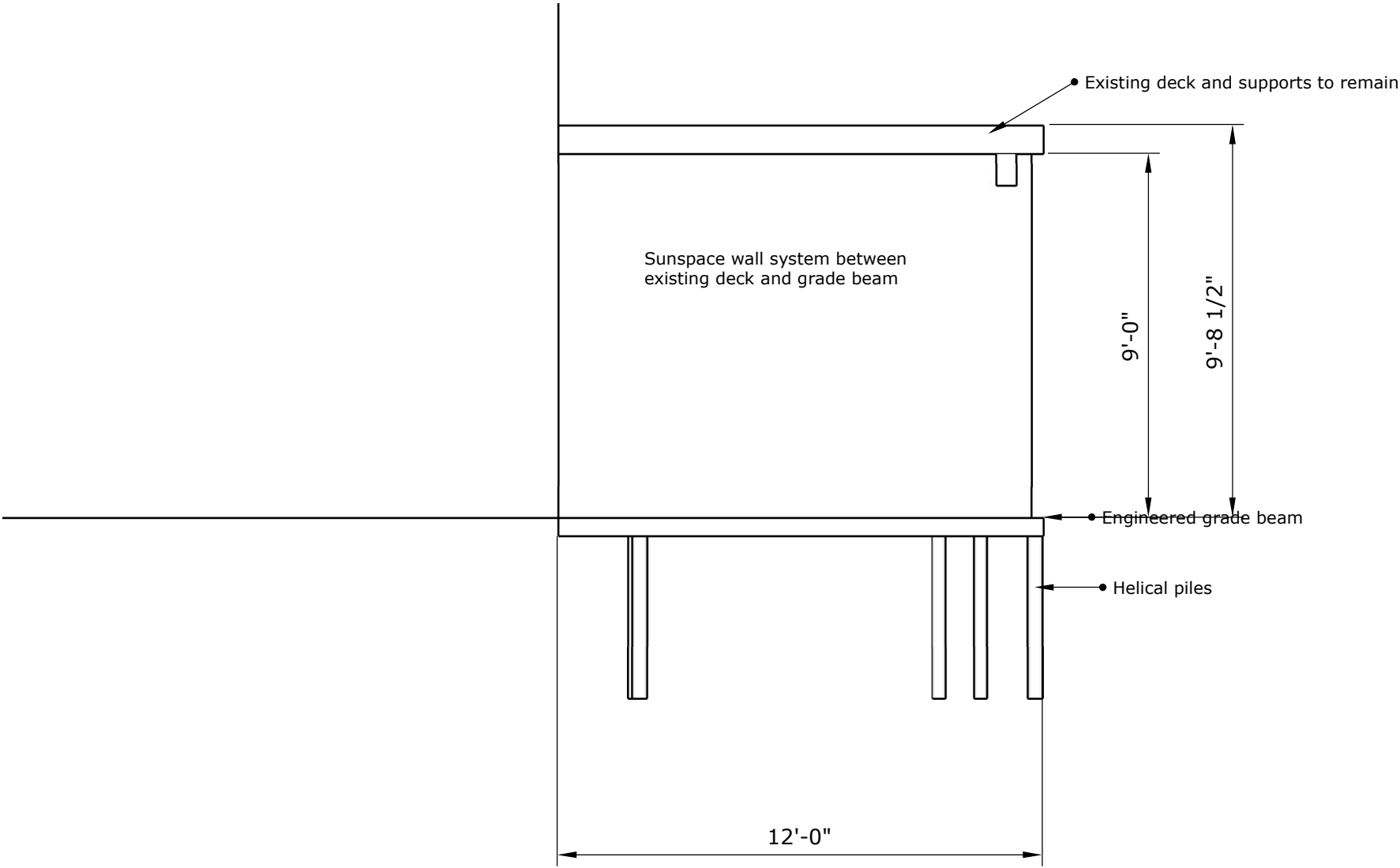
Lynn Wozniak
31 Tamarack Way
Simcoe, ON

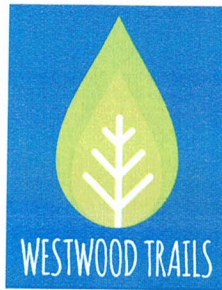


Lynn Wozniak
31 Tamarack Way
Simcoe, ON



Lynn Wozniak
31 Tamarack Way
Simcoe, ON





Norfolk Vacant Land Condominium Corporation #40 Simcoe, Ontario

May 2, 2022

Lynn Wozniak
31 Tamarack Way
Simcoe, Ontario

Reference: Agreement for Sunroom

Request to install a Sunspace Sunroom on the lower deck was received by email by Yvonne Martin on January 21, 2022.

Written request along with the engineered drawings were received by Yvonne Martin on April 25, 2022

Final Board approval was given on April 27, 2022 at the director meeting

The Board of Directors gives approval with the following terms:

1. The installation and materials of the sunroom will be the Sunspace sunroom as designed by Eximius Engineering for Bill Klyn Carpentry dated April 21/22
2. The colour of the trim is to be black
3. The building permit and minor variance if required must be completed and a copy of the permit(s) are to be submitted to the property manager for the Corporation records prior to installation.
4. All modifications to the original deck will be at the cost of the owner.
5. The contractor is to provide a Certificate of Insurance with a copy provided to the property manager for the file records.
6. All installation costs will be the responsibility of the unit owner
7. All maintenance costs (current & future) will be the responsibility of the units' owners
8. Any damage incurred during the installation will be repaired at the owners' costs
9. This change will be documented in the Corporation records for unit the unit as an upgrade to the unit. This change will not be included in the Corporations' insurance.

Lynn Wozniak


Yvonne Martin

MAP A


ANPL2022226

CONTEXT MAP

Geographic Township of WOODHOUSE

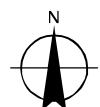


Legend

 Subject Lands

2020 Air Photo

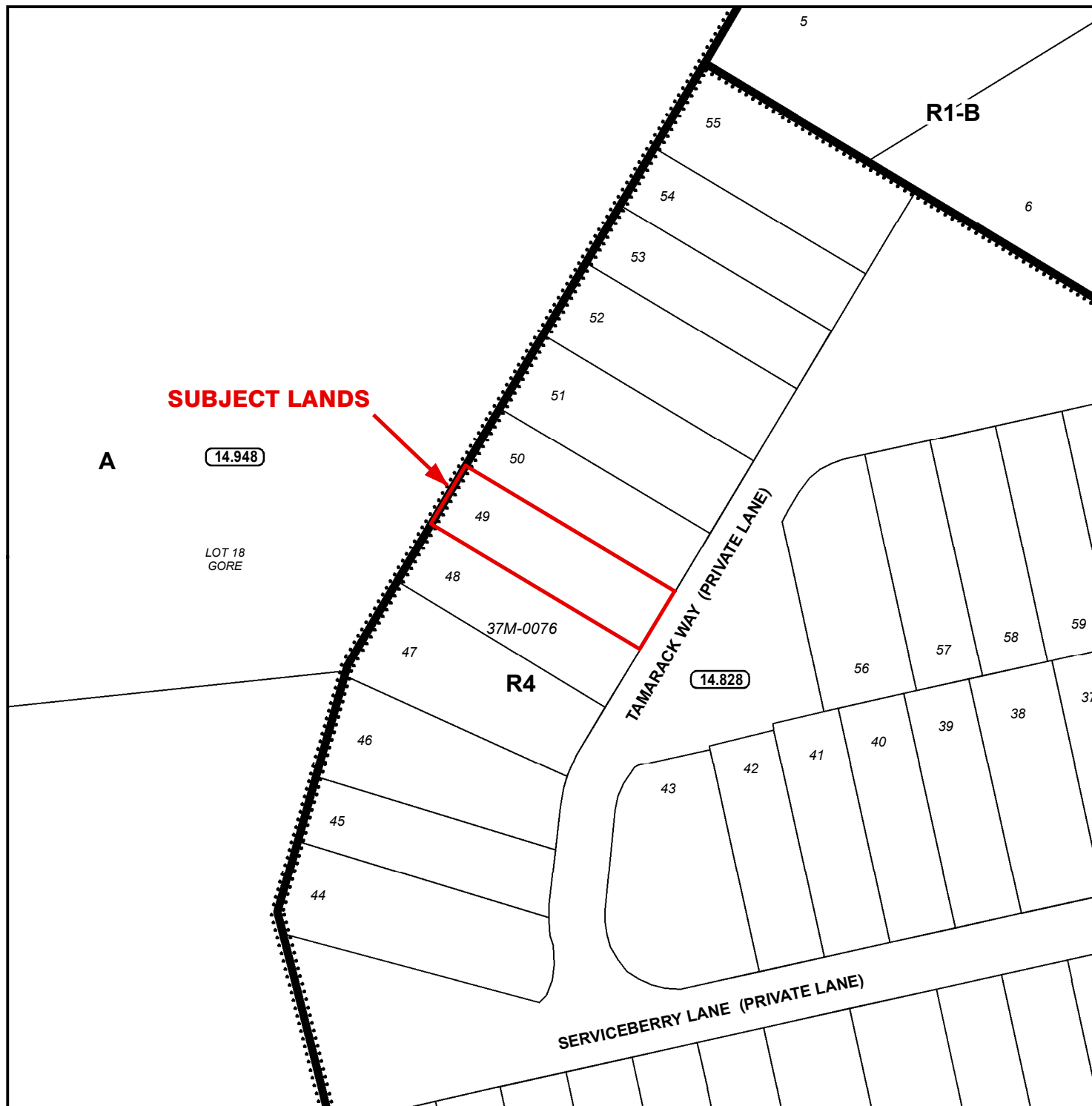
8/3/2022



10 5 0 10 20 30 40 Meters

MAP B
ZONING BY-LAW MAP
 Geographic Township of WOODHOUSE

ANPL2022226



LEGEND

Subject Lands

ZONING BY-LAW 1-Z-2014

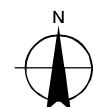
8/3/2022

(H) - Holding

A - Agricultural Zone

R1-B - Residential R1-B Zone

R4 - Residential R4 Zone

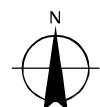


7.5 3.75 0 7.5 15 22.5 30 Meters

Geographic Township of WOODHOUSE



8/3/2022



A scale bar with markings at 2.5, 1.25, 0, 2.5, 5, 7.5, and 10 meters.

Geographic Township of WOODHOUSE

Legend

☐ Subject Lands

8/3/2022

