

**For Office Use Only:**

File Number ANPL2023313  
Related File Number \_\_\_\_\_  
Pre-consultation Meeting \_\_\_\_\_  
Application Submitted \_\_\_\_\_  
Complete Application \_\_\_\_\_

Application Fee \_\_\_\_\_  
Conservation Authority Fee \_\_\_\_\_  
Well & Septic Info Provided \_\_\_\_\_  
Planner \_\_\_\_\_  
Public Notice Sign \_\_\_\_\_

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**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:** 54306035500

**A. Applicant Information**

**Name of Owner** Darren & Stacey Thompson

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 40 Woodstock Ave  
Town and Postal Code Port Rowan, N0E 1M0  
Phone Number 416-399-0501  
Cell Number \_\_\_\_\_  
Email darren.thompson@rogers.com, stacey.thompson@rogers.com

**Name of Applicant** \_\_\_\_\_

Address \_\_\_\_\_  
Town and Postal Code \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
Email \_\_\_\_\_

<b>Name of Agent</b>	Nicole McDowell, Due North Design & Drafting Inc.
Address	31914 Pioneer Line
Town and Postal Code	Iona Station, Ont. N0L1P0
Phone Number	519-317-7681
Cell Number	
Email	nicole@duenorthdesign.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:

\_\_\_\_\_  
 \_\_\_\_\_

## B. Location, Legal Description and Property Information

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

SWAL PLAN 436 LOT 157

Municipal Civic Address: 40 Woodstock Ave.

Present Official Plan Designation(s): \_\_\_\_\_

Present Zoning: Resort Residential

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:

Seasonal Cottage

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 Cottage - to be retained, lifted for new foundation.

Existing Shed 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.

Addition of new covered deck to rear of property, new stair & landing to front of existing cottage to access door

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 concrete poured foundation

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:

resort 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	15.24m	15m	5.8.2.	unchanged	n/a
Lot depth	34.7	-	-	unchanged	
Lot width	15.24m	-	-	unchanged	n/a
Lot area	529.2m	0.4 ha	5.8.2	unchanged	n/a
Lot coverage	13.9%	15%	5.8.2 h)	19.1%	4.1%
Front yard	1.66m	6m	3.6 c) 5.8.2. c)	0.57m	5.43m
Rear yard	22.42m	9m	5.8.2. f)	18.02m	n/a
Height	4.22m	9.1m	5.8.2 g)	5.44m	n/a
Left Interior side yard	4.64m	3m	5.8.2. e)	4.64m	n/a
Right Interior side yard	3.58m	1.2m	5.8.2. e)	3.58m	n/a
Exterior side yard (corner lot)	n/a	n/a	n/a	n/a	n/a
Parking Spaces (number)	2	2	4.9	2	0
Aisle width	n/a	n/a	n/a	n/a	n/a
Stall size	n/a	n/a	n/a	n/a	n/a
Loading Spaces	n/a	n/a	n/a	n/a	n/a
Other	n/a	n/a	n/a	n/a	n/a

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

Existing cottage is legal non-conforming. Existing cottage to be lifted to minimum building elevation height as per Zoning by-law 3.22

Cottage position to remain in order to avoid existing water well on property

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:

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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:

existing site is occupied and will be minimally altered.

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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:

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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)

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### Sewage Treatment

- ☐ Municipal sewers  
☒ Septic tank and tile bed in good working order
- ☐ Communal system  
☐ Other (describe below)

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### Storm Drainage

- ☐ Storm sewers  
☐ Other (describe below)
- ☒ Open ditches

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2. Existing or proposed access to subject lands:

- ☒ Municipal road  
☐ Unopened road
- ☐ Provincial highway  
☐ Other (describe below)

Name of road/street:

Woodstock Ave, Erie Blvd

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## 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.

N. McDowell

Sept 28, 2023

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 Darren & Stacy Thompson am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Nicole McDowell 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

[Signature]

Owner

September 30/2023

Date

September 30/2023

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, \_\_\_\_\_ of \_\_\_\_\_

solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of *The Canada Evidence Act*.

Declared before me at:

\_\_\_\_\_

\_\_\_\_\_

Owner/Applicant/Agent Signature

In \_\_\_\_\_

This \_\_\_\_\_ day of \_\_\_\_\_

A.D., 20\_\_\_\_

\_\_\_\_\_

A Commissioner, etc.





www.duenorthdesign.ca  
nicole@duenorthdesign.ca  
519-317-7681  
31914 Pioneer Line  
Iona Station ON  
N0L 1P0

**NOTES:**

1. DO NOT SCALE DRAWING.
2. ALL MATERIAL AND WORKMANSHIP SHALL BE IN ACCORDANCE WITH THE LATEST REVISION OF THE ONTARIO BUILDING CODE.
3. ALL DIMENSIONS ARE TAKEN FROM BLOCK FACE, FOUNDATION FACE, STUD FACE, DECK FACE, COLUMN FACE OR COLUMN CENTERLINE.
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**CONCEPTUAL  
ONLY**

REVISIONS		
NO.	DESCRIPTION	DATE
1	ISSUED FOR CLIENT REVIEW	Sept 24, 2023

**THOMPSON**  
**COTTAGE RENOVATION**

**3D VIEWS**

Address 40 WOODSTOCK AVE  
PORT ROWAN, ONT

Project Number 23-94

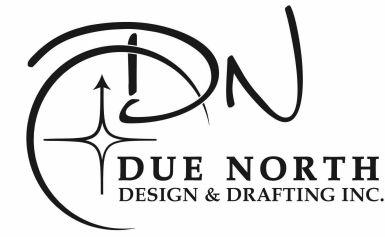
Date Sept 24, 2023

Drawn by NM

**A0**

Scale Rev. 1





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**THOMPSON**

COTTAGE RENOVATION

**MAIN FLOOR PLAN**

Address 40 WOODSTOCK AVE  
PORT ROWAN, ONT

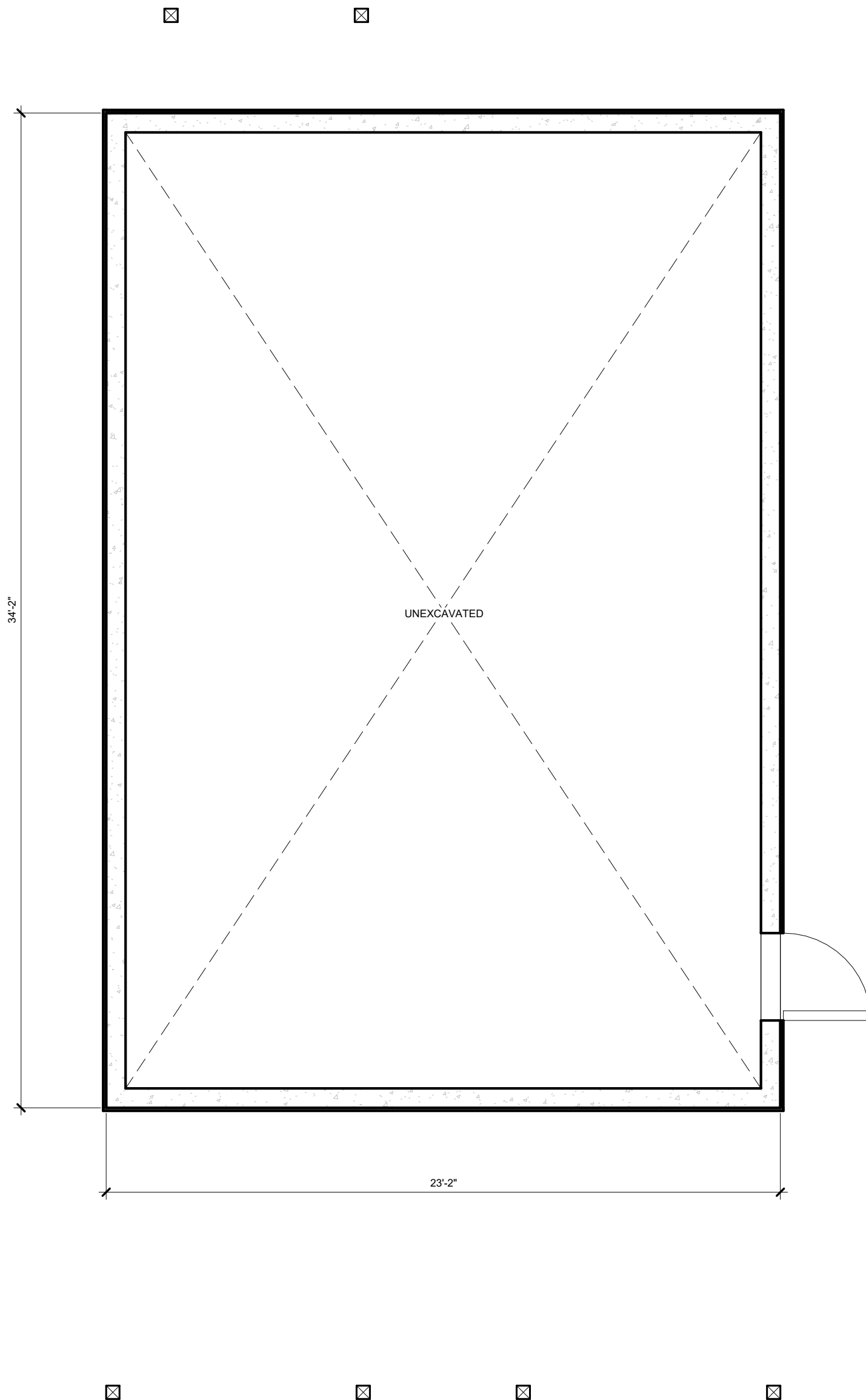
Project Number 23-94

Date Sept 24, 2023

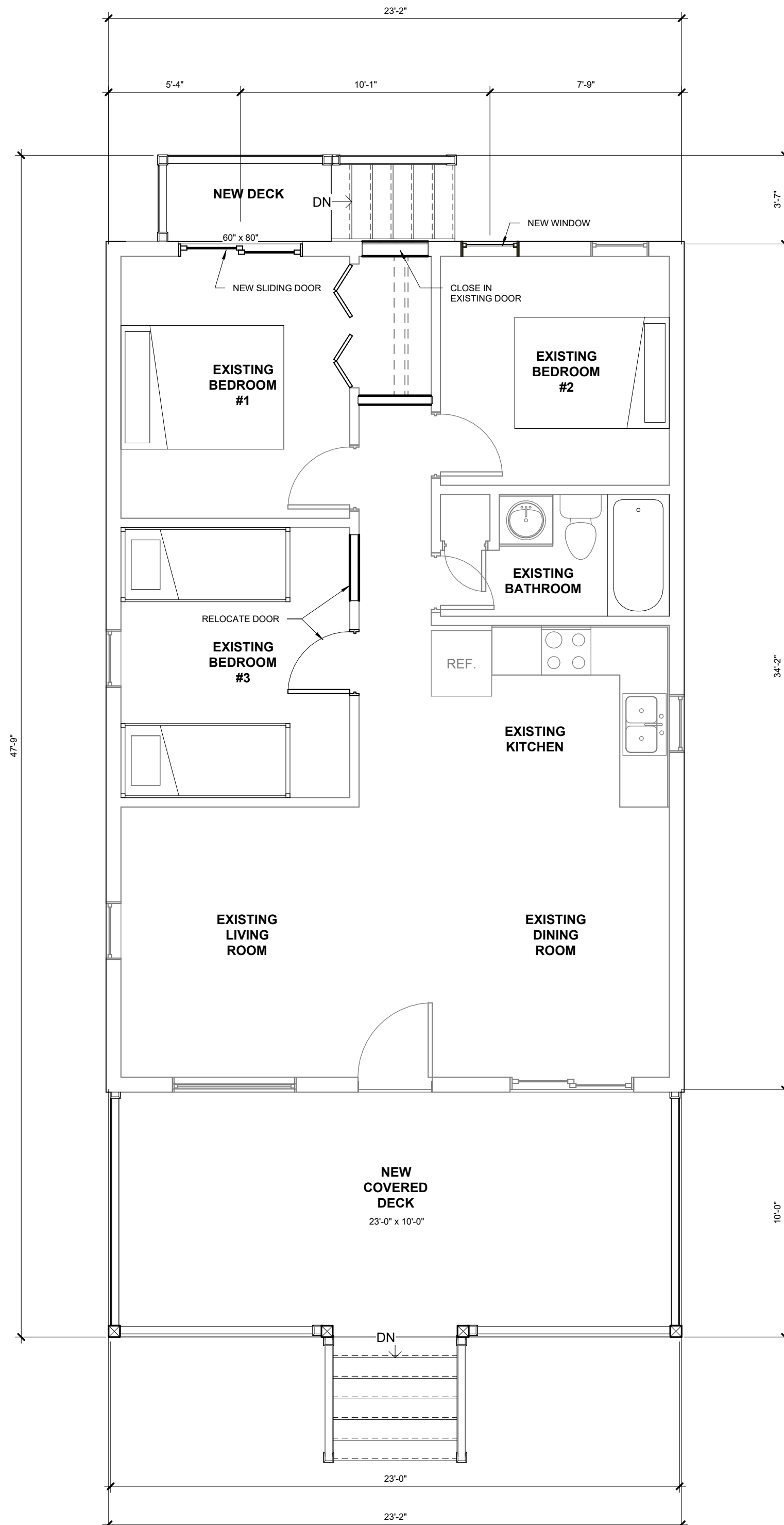
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**A1**

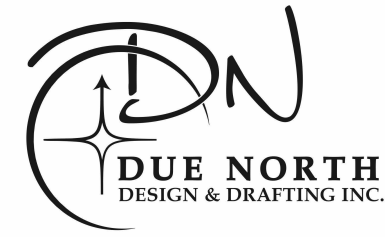
Scale 1/4" = 1'-0" Rev. 1



① FOUNDATION PLAN  
1/4" = 1'-0"



② 1ST FLOOR  
1/4" = 1'-0"



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nicole@duenorthdesign.ca  
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**THOMPSON**

COTTAGE RENOVATION

**ELEVATIONS**

Address 40 WOODSTOCK AVE  
PORT ROWAN, ONT

Project Number 23-94

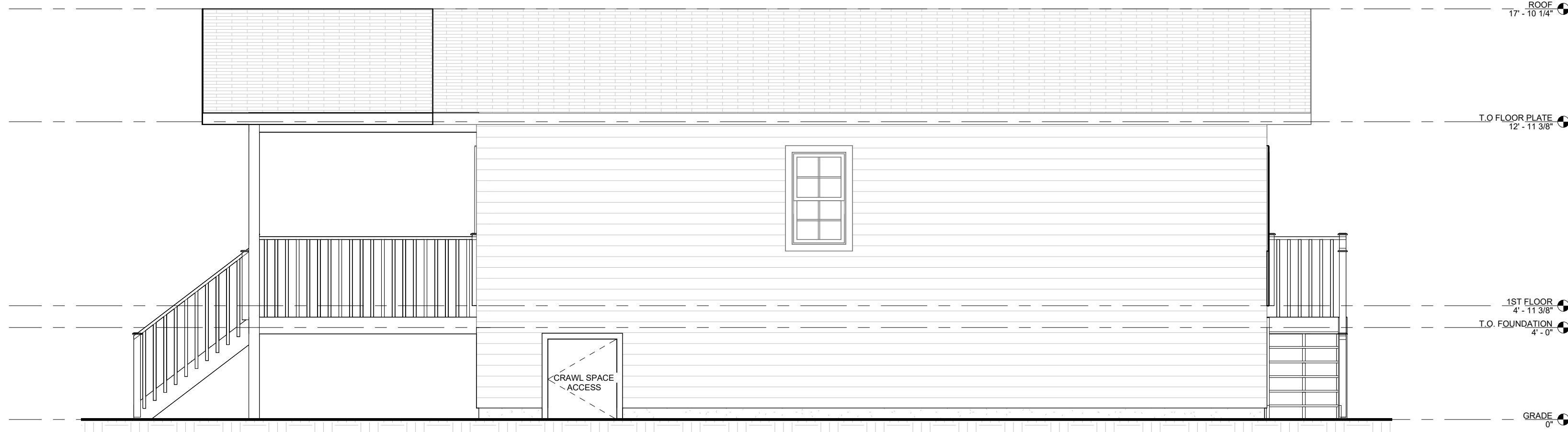
Date Sept 24, 2023

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**A2**

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2023-09-24 2:46:35 PM



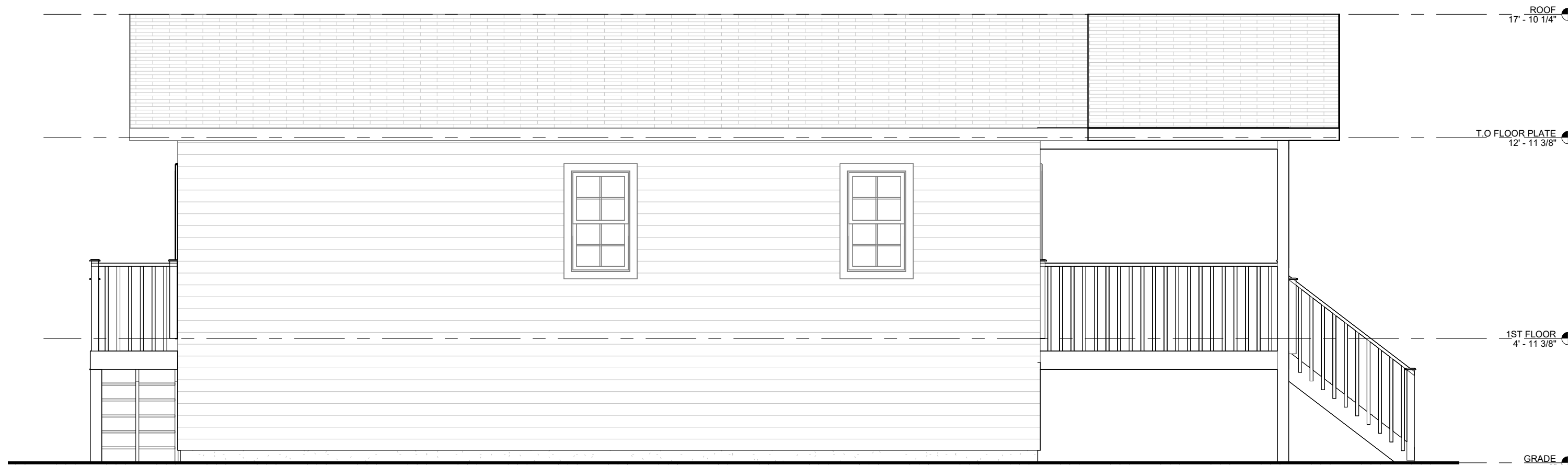
① LEFT ELEVATION  
1/4" = 1'-0"



② FRONT ELEVATION  
1/4" = 1'-0"



③ REARX ELEVATION  
1/4" = 1'-0"



④ RIGHT ELEVATION  
1/4" = 1'-0"



# SITE PLAN

COUNTY OF NORFOLK

TOWN OF PORT ROWAN

NOTE:  
DRAWING IS FOR REFERENCE ONLY; THE MEASUREMENTS PROVIDED ARE BASED ON MEASUREMENTS PROVIDED BY ORIGINAL BUILDING LOCATION SURVEY. LOCATIONS OF BUILDING AND PATHWAYS MAY HAVE BEEN MODIFIED TO ILLUSTRATE PROPOSED DEVELOPMENT. THIS DOCUMENT HAS NOT BEEN PREPARED BY REGISTERED ONTARIO LAND SURVEYOR.

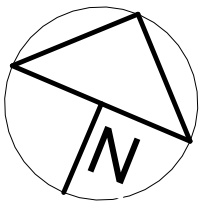
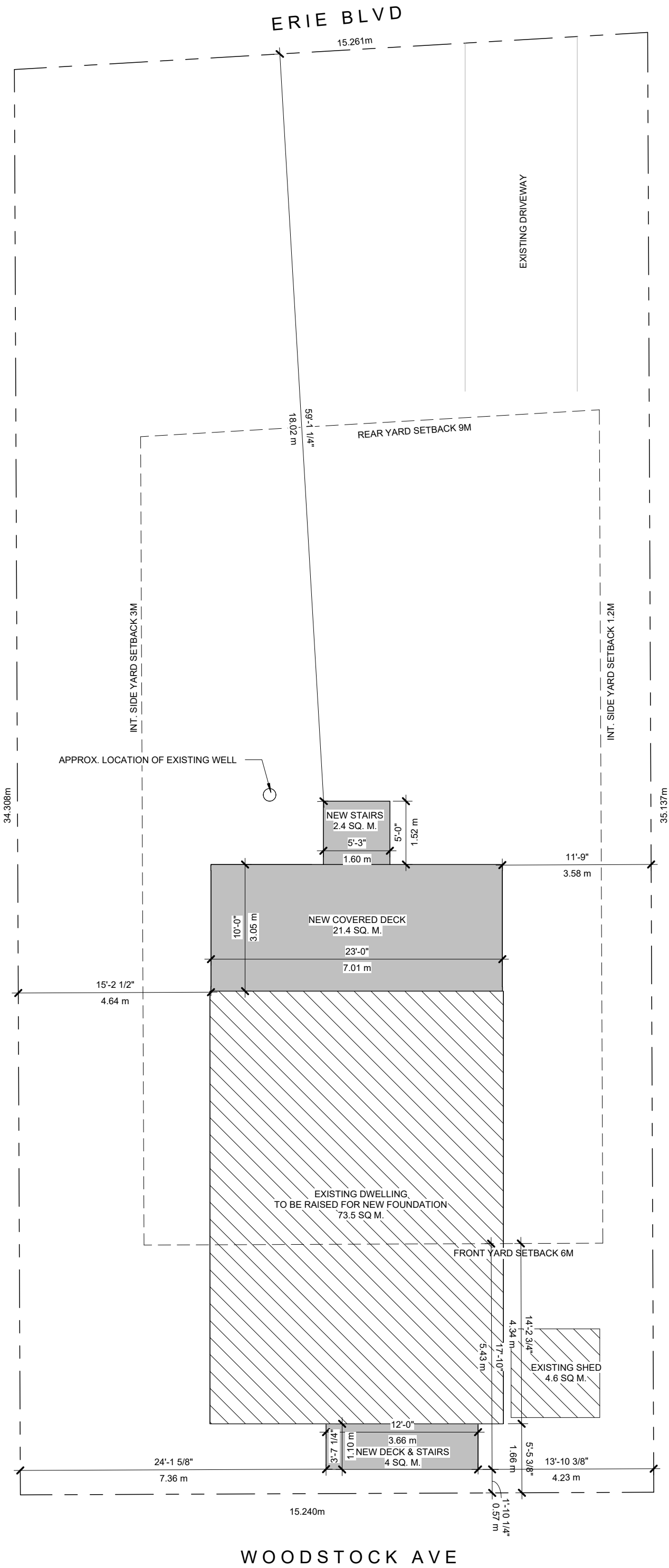
## ZONING REGULATIONS FOR RR PROPERTY

### LOT COVERAGE

LOT AREA TOTAL	= 529.2 m²
ALLOWABLE LOT COVERAGE ON SITE	= 15% = 79.38 m²
EXISTING DWELLING	= 73.5 m²
PROPOSED DECKS & STAIRS	= 27.8 m²
PROPOSED TOTAL LOT COVERAGE	= 19.1% = 101.3 m²

### SETBACKS

SIDE YARD SETBACK	= 3m
REAR YARD SETBACK	= 9m
FRONT YARD SETBACK	= 6m



www.duenorthdesign.ca  
nicole@duenorthdesign.ca  
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## NOTES:

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CONCEPTUAL  
ONLY

## REVISIONS

NO.	DESCRIPTION	DATE
1	ISSUED FOR CLIENT REVIEW	Sept 24, 2023
2	ISSUED FOR MV APPLICATION	Oct 20, 2023

THOMPSON

COTTAGE RENOVATION

SITE PLAN

Address 40 WOODSTOCK AVE  
PORT ROWAN, ONT

Project Number 23-94

Date Oct 20, 2023

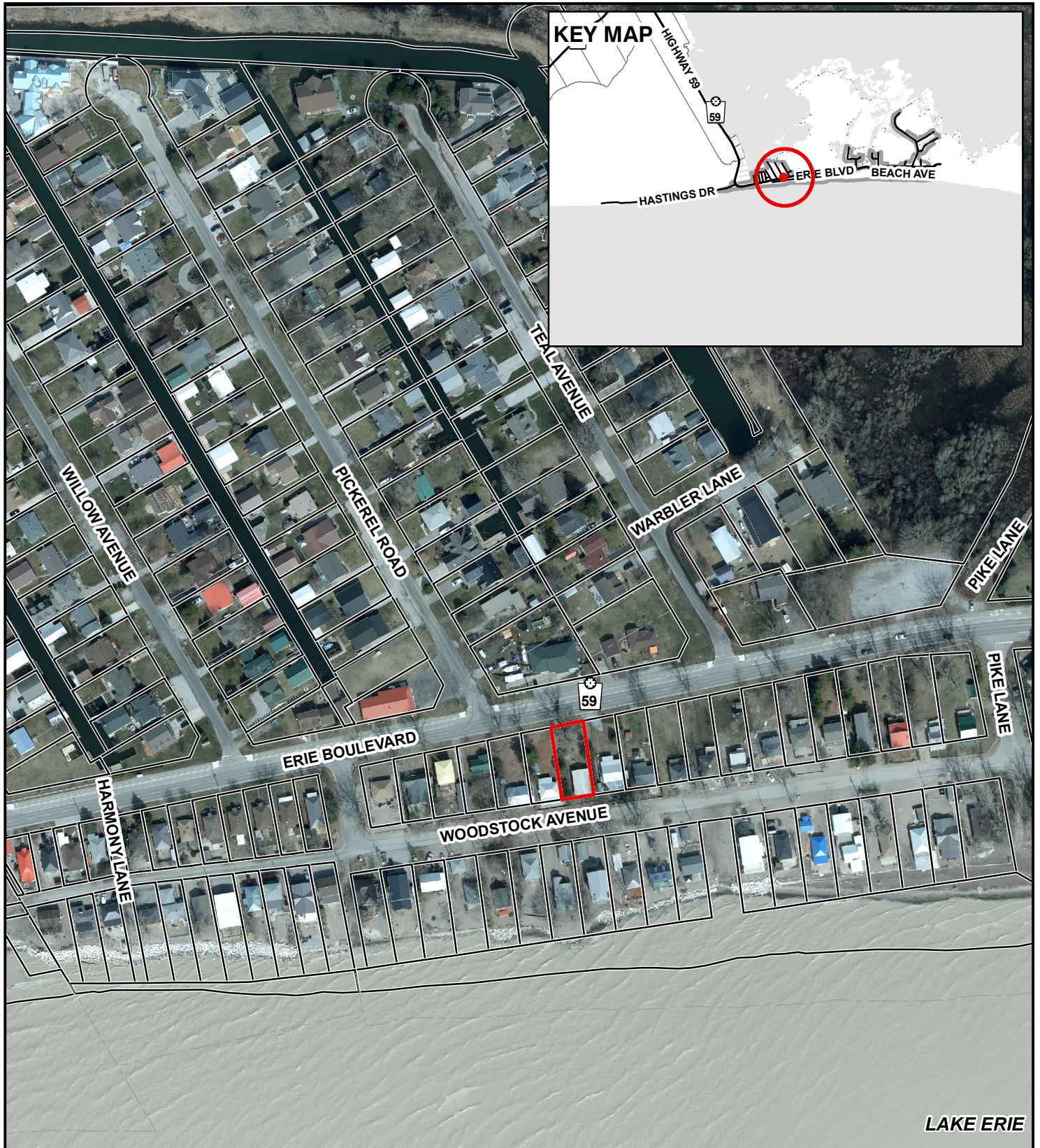
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S1


Scale 1/8" = 1'-0" Rev. 2

**MAP A**  
**CONTEXT MAP**  
Geographic Township of SOUTH WALSINGHAM

ANPL2023313

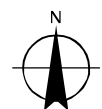


**Legend**

 Subject Lands

2020 Air Photo

12/8/2023



20 10 0 20 40 60 80 Meters

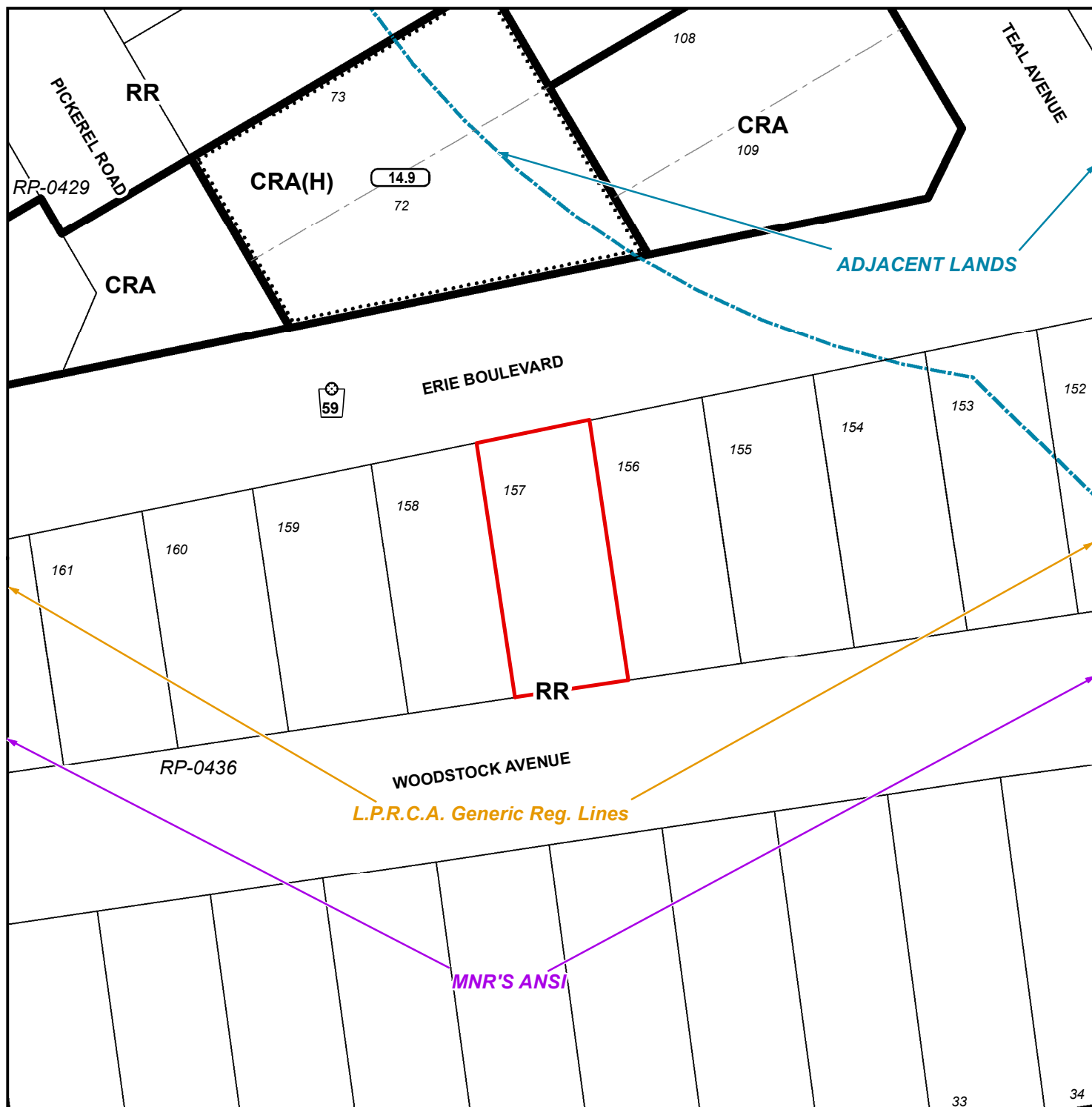


# MAP B

## ZONING BY-LAW MAP

Geographic Township of SOUTH WALSINGHAM

ANPL2023313



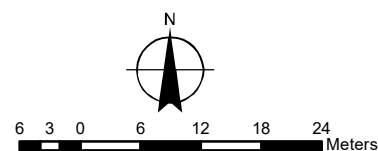
### LEGEND

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

ZONING BY-LAW 1-Z-2014

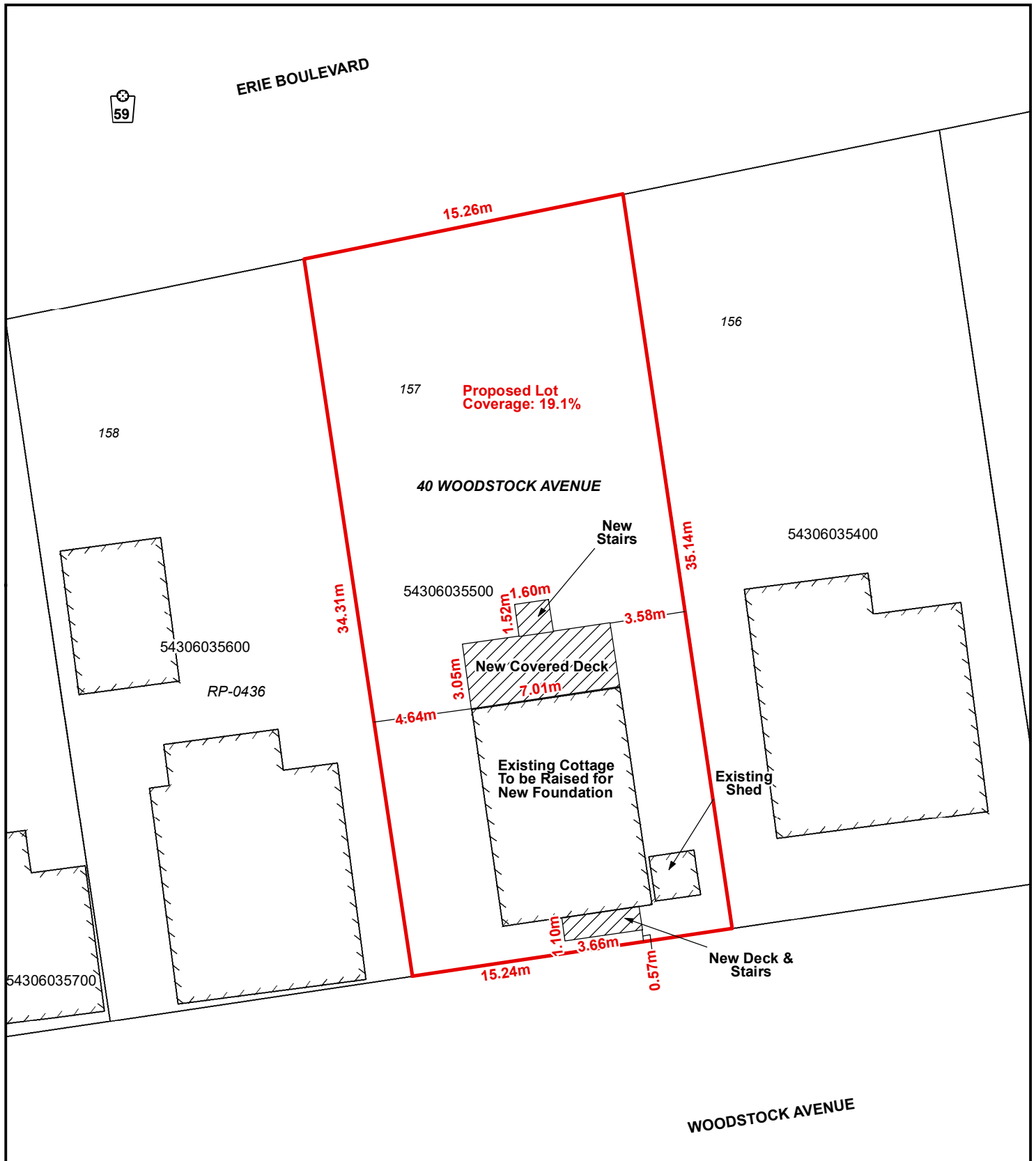
12/8/2023

- (H) - Holding
- CRA - Resort Area Commercial Zone
- HL - Hazard Land Zone
- RR - Resort Residential Zone



# CONCEPTUAL PLAN

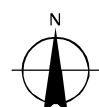
Geographic Township of SOUTH WALSINGHAM



## Legend

Subject Lands

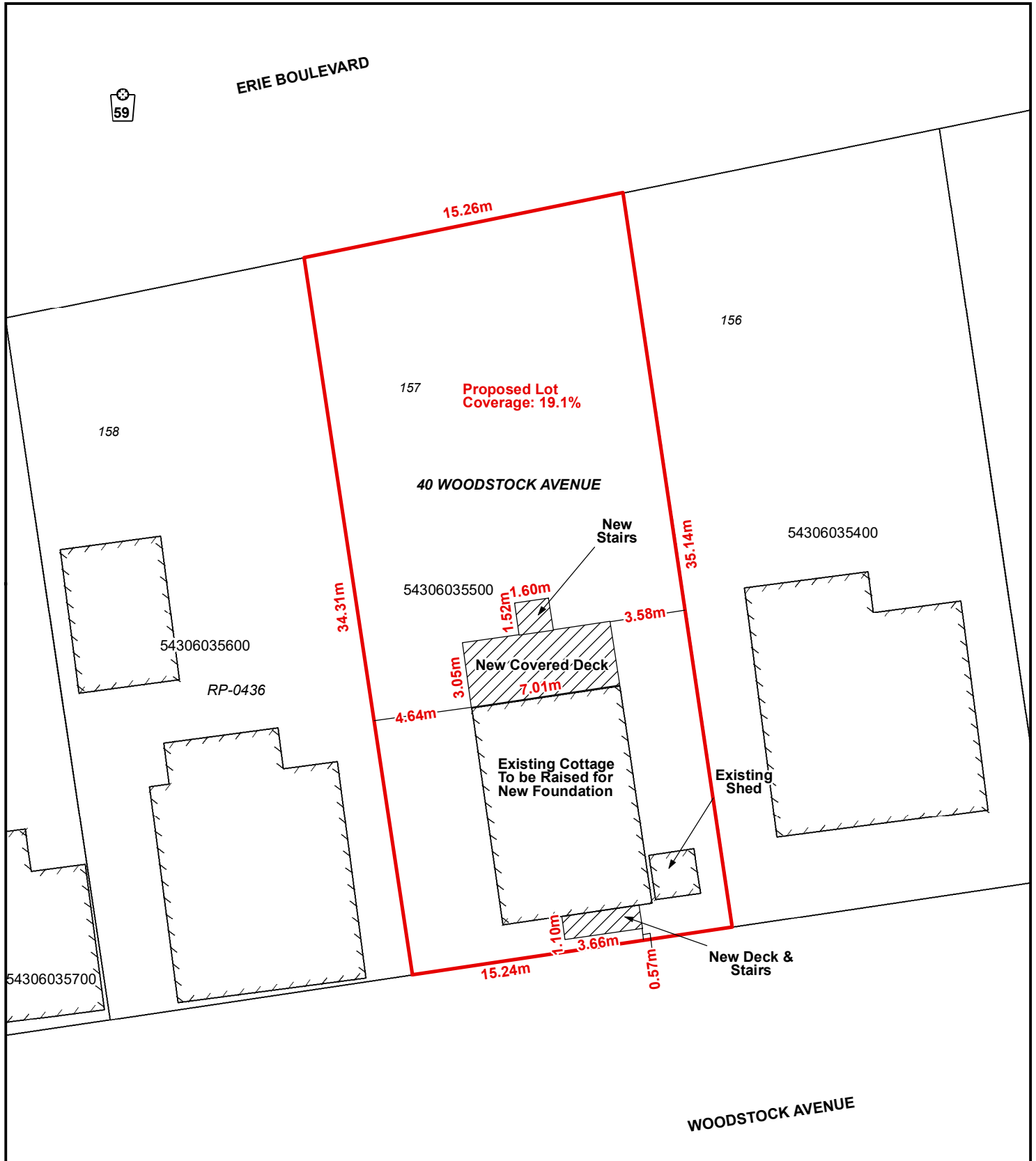
12/8/2023



2 1 0 2 4 6 8 Meters

## CONCEPTUAL PLAN

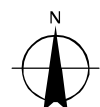
Geographic Township of SOUTH WALSINGHAM



### Legend

Subject Lands

12/8/2023



2 1 0 2 4 6 8 Meters