

For Office Use Only:

File Number	<u>ANPL2023330</u>	Application Fee	<u>2743.00</u>
Related File Number	<u> </u>	Conservation Authority Fee	<u>514.15</u>
Pre-consultation Meeting	<u> </u>	Well & Septic Info Provided	<u>No.</u>
Application Submitted	<u>October 13.2023</u>	Planner	<u>H. Yager</u>
Complete Application	<u>Nov.22.2023</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: 49307007100**A. Applicant Information****Name of Owner** Robert Wayne Dancey and Laurie Ann Dancey

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 307 VERMEULEN RD

Town and Postal Code ST WILLIAMS, N0E 1P0

Phone Number 226-567-4035

Cell Number

Email Sarah.dancey@gmail.com

Name of Applicant Jennifer Catarino

Address 154 Colborne Street North

Town and Postal Code Simcoe N3Y 3V3

Phone Number 905 978 0692

Cell Number

Email jencatarino@gmail.com

Name of Agent The Permit Shoppe c/o Kim Dziegiel

Address 48 WINDHAM EAST QUARTER LINE ROAD

Town and Postal Code SIMCOE, N3Y 4K6

Phone Number 226-932-2262

Cell Number _____

Email Kim@thepermitshoppe.com

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):

CH CON 1 PT LOT 8

Municipal Civic Address: 307 VERMEULEN RD

Present Official Plan Designation(s): Agricultural and Hazard Lands

Present Zoning: Agricultural and Hazard Lands

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:

agricultural and residential

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:

single detached dwelling, barn, accessory structures and trailer

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.

N/A

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:

detached additional residential dwelling

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:

unknown

9. Existing use of abutting properties:

agricultural and industrial

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					
Lot depth					
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	please see attached letter				

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

it is not possible to comply with the Zoning By-law because the owners are hoping to convert an existing dwelling that has been moved on the subject lands as a detached additional residential dwelling unit.

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:
owner's knowledge

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 318 m

Floodplain

☐ On the subject lands or ☐ within 500 meters – distance _____

Rehabilitated mine site

☐ On the subject lands or ☐ within 500 meters – distance _____

Non-operating mine site within one kilometre

☐ On the subject lands or ☐ within 500 meters – distance _____

Active mine site within one kilometre

☐ On the subject lands or ☐ within 500 meters – distance _____

Industrial or commercial use (specify the use(s))

☐ On the subject lands or ☐ within 500 meters – distance _____

Active railway line

☐ On the subject lands or ☐ within 500 meters – distance _____

Seasonal wetness of lands

☒ On the subject lands or ☐ within 500 meters – distance _____

Erosion

☐ On the subject lands or ☐ within 500 meters – distance _____

Abandoned gas wells

☐ On the subject lands or ☐ within 500 meters – distance _____

F. All Applications: Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

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

Sewage Treatment

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

Storm Drainage

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

2. Existing or proposed access to subject lands:

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

Name of road/street:

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.

please see attached letter

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

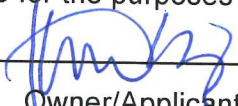
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

Oct 13 2023

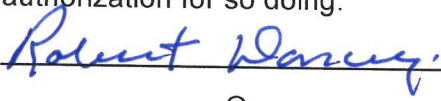
Date

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.

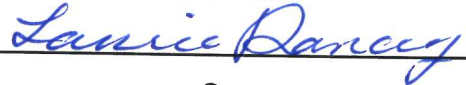
I/We authorize KIM DZIEGIEL to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.



Owner

Oct 12/2023

Date



Owner

Oct 12/2023

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, Kim Dziegiel of Simcoe

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


Owner/Applicant/Agent Signature

In Norfolk County

This 13 day of Oct

A.D., 2023

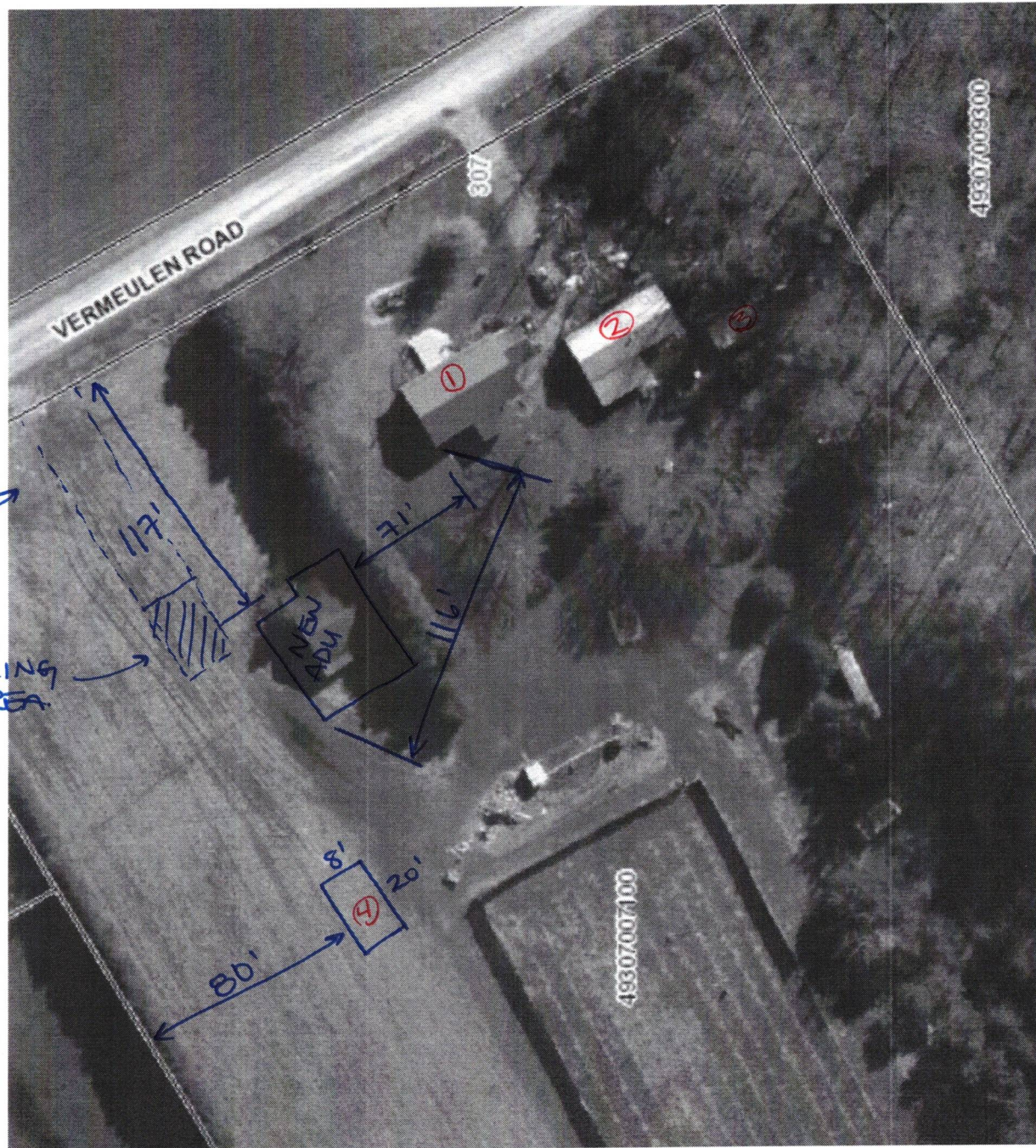
Jodi Lynn Pfaff-Schimus, a
Commissioner, etc., Province of Ontario.
for the Corporation of Norfolk County.
Expires March 1, 2025.



A Commissioner, etc.

NEW LANEWAY
WITH PARKING.

PARKING
AREA.



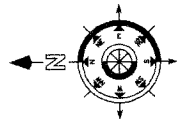
- ① EXISTING HOUSE
- ② EXISTING GARAGE
20'x45' w/
12'x24' LEAN TO
- ③ STORAGE BLDG
10'x39'
- ④ TEMP STORAGE
8'x20'

Scale 1/4"-1'-0"



FOUNDATION PLAN NOTES:

- ALL IMPOSITIONS TO EXISTING FOUNDATION WALLS
2. ALL FOOTINGS SHALL BE Laid DIRECTLY ON UNDISTURBED SOIL, KASSUMED SOIL BEARING CAPACITY, 2000 P.S.F.
3. APPROVED GRAVEL OR ALL SHALL BE COMPACTED TO 95% TO 100% STANDARD PROCTOR MAXIMUM DRY DENSITY.
4. ALL EXTERIOR FOOTINGS SHALL BE A MINIMUM 2'-0" BELOW FINISHED GRADE TO PROTECT FROM FROST ACTION.
5. CONCRETE FOR FLOOR SLABS SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 25 MPa, ALL OTHER CONCRETE SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 20 MPa. ALL CONCRETE SPECIFIED (W/C = 2.5) MPa.
6. REINFORCING STEEL TO HAVE MINIMUM 1/2" COVER, MAXIMUM 12" COVER AT BOTTOM OF SLAB.

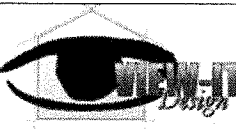


For a more detailed report on the results of the study, see the full report, "The Effect of the Study on the Results of the Study," at the end of the report.

Yong, W. L.
2010. 2010. 2010.

	SQUARE FOOTAGE
MAIN FLOOR	915 SQ.FT.

REV	DATE	DESCRIPTION
4		
3		
2		
1	08/25	PERMIT ISSUE



PROPERTY OF VIEW-IT DESIGN

VIEW-IT DESIGN
RR# 1 PORT BURWELL
OFFICE: 514-85-1173
FAX: 514-87-4167

DANCEY RES
307 VERMEULEN RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

FOUNDATION PLAN

DRAWN BY: TONY WALL SCALE: SEE DWG

BCIN 20620 PCW 23173

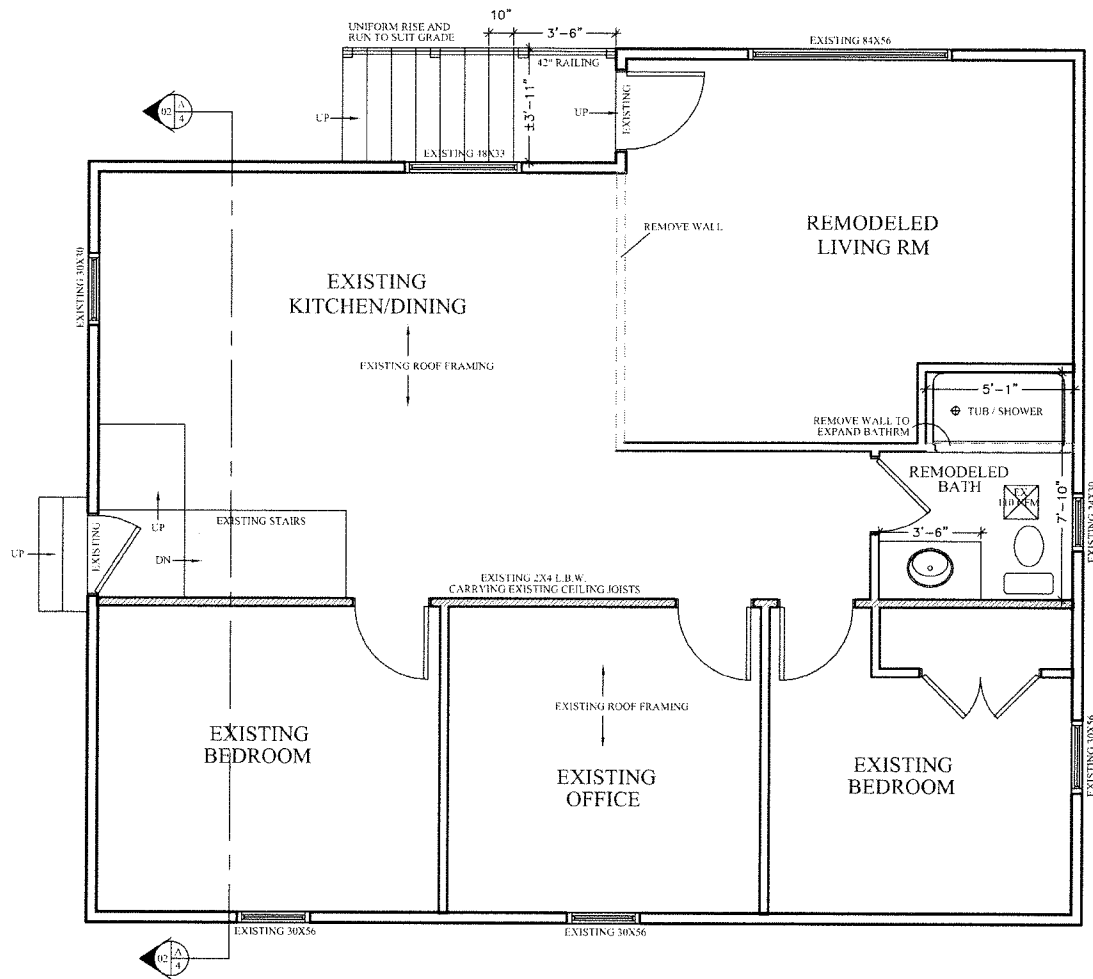
DATE: AUGUST 2021

SHEET NO. 1 OF 6

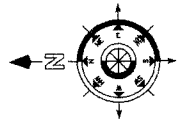
A1

MAIN FLOOR PLAN

Scale 1/4"-1'-0"



GENERAL NOTES:



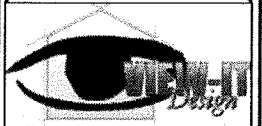
I received and take responsibility for the design work on behalf
of a firm registered under agreement J.17.4 of ISO 9001.

I am qualified and the firm is registered in the appropriate classification

Date Made
20/06/2007

	SQUARE FOOTAGE	
MAIN FLOOR	915 SQ FT	

REV#	DATE	DESCRIPTION
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1	06-25	PURMIT ISSUED



•PROPERTY OF VIEW-IT DESIGN•

VIEW-IT DESIGN
RR#1 PORT BURWELL
OFFICE: 504-85-1173
FAX: 504-85-4087

DANCEY RES
307 VERMEULEN RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

MAIN FLOOR PLAN

DRAWN BY: TONY WALL SCALE: SEE DWG

BCIN 24620	POW 23173
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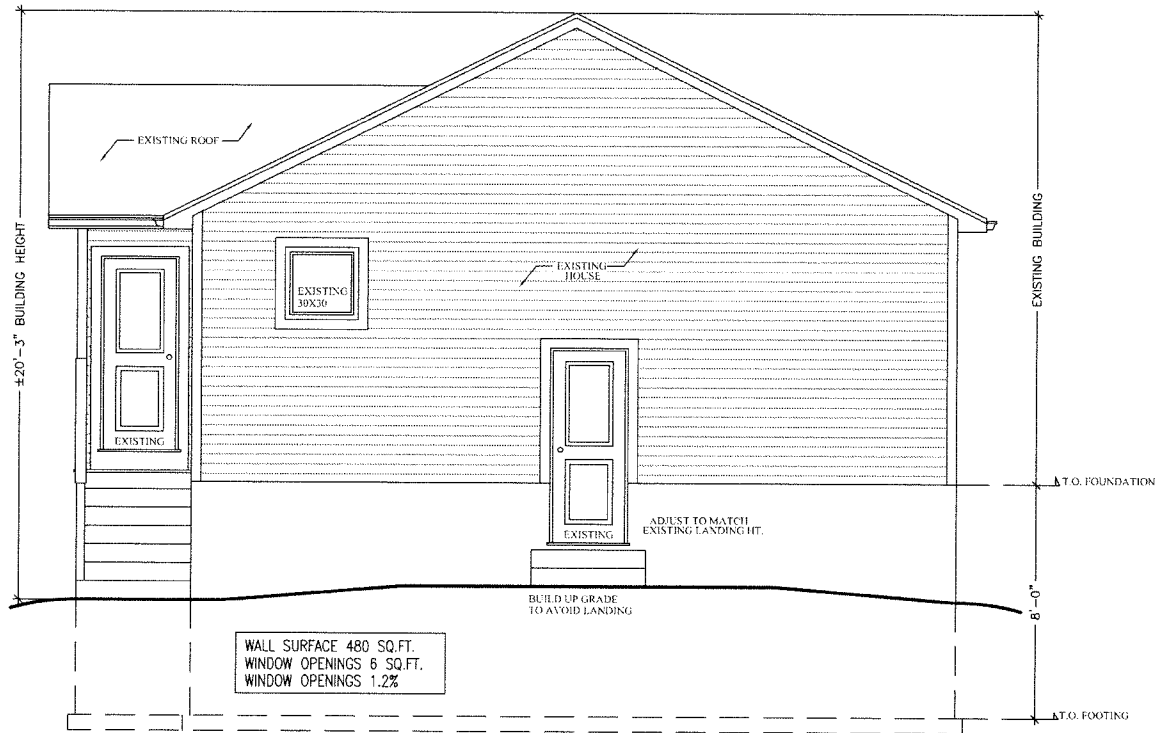
DATE: AUGUST 2023

SHEET NO 2 OF 8

A2

NORTH ELEVATION

Scale 1/4"=1'-0"

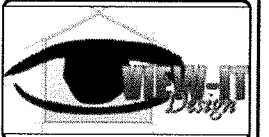


GENERAL NOTES

I design and take responsibility for the design work to build
a new residential structure within a 1% of the limit.
I am qualified and for the time in experience to the appropriate design and
drawings.
Date: 8/26/2021
By: T. Wall

SQUARE FOOTAGE	
MAIN FLOOR	955 SQ.FT.

REV.	DATE	DESCRIPTION
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5	08-25	PERMIT ISSUE



PROPERTY OF VIEW-IT DESIGN

VIEW-IT DESIGN
RR# 1 PORT BURWELL
OFFICE: 5345-173
FAX: 5345-173

DANCEY RES
307 VERMEULEN RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

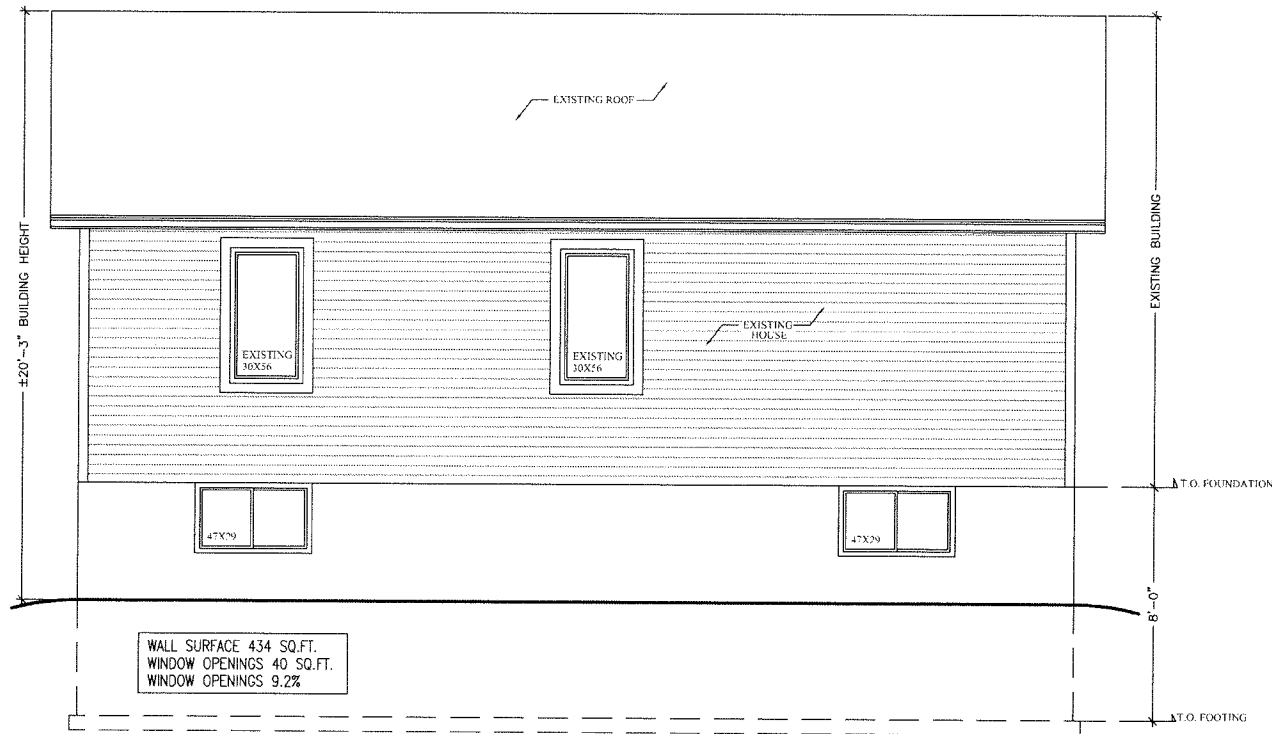
ELEVATIONS

DRAWN BY: TONY WALL	SCALE: SEE DWG
BCFN: 26020 PDA: 23121	
DATE: AUGUST 2021	
SHEET NO: 3 OF 8	

A3

WEST ELEVATION

Scale 1/4"=1'-0"

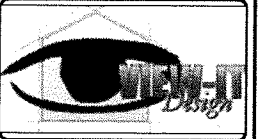


GENERAL NOTES:

I accept and take responsibility for the design work required of a licensed architectural drafter. I am not responsible for the quality of the design, and the client is responsible for the accuracy of the design. I am not responsible for the accuracy of the design.

Drawn By: [Signature]
Date: 08/01/2021

SQUARE FOOTAGE	
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"PROPERTY OF VIEW-IT DESIGN"

VIEW-IT DESIGN
RRA 1 PORT BURWELL
PERM: 11544-1171
TEL: 709-744-4447

DANCEY RES
307 VERMEULEN RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

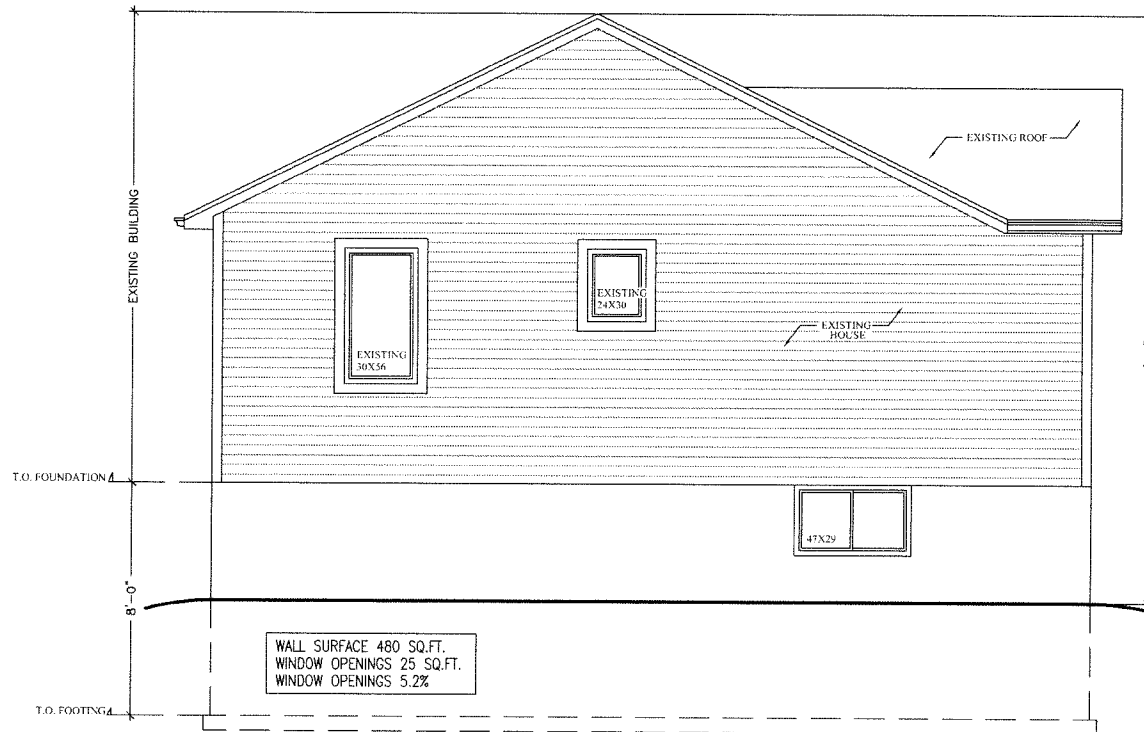
ELEVATIONS

DRAWN BY	DATE	SCALE	SHEET NO.
TONY WYLL	08/01/2021	1/4"=1'-0"	4 OF 4

A4

SOUTH ELEVATION

Scale 1/4"=1'-0"



WALL SURFACE 480 SQ.FT.
WINDOW OPENINGS 25 SQ.FT.
WINDOW OPENINGS 5.2%

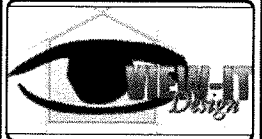
GENERAL NOTES:

I warrant and take responsibility for the design work on behalf of a firm registered under the Architects Act of the C.O.B. I am qualified, and the firm is registered, in the appropriate design discipline.

Drawn by: TONY WALL
Date: AUGUST 2023
Scale: 1/4" = 1'-0"

SQUARE FOOTAGE	
MAIN FLOOR	815 SQ.FT.

REV.	DATE	DESCRIPTION
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5		



PROPERTY OF VIEW-IT DESIGN

VIEW-IT DESIGN
RRA 1 PORT BURWELL
OFFICE: 784-1173
CELL: 784-1173

DANCEY RES
307 VERMILION RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

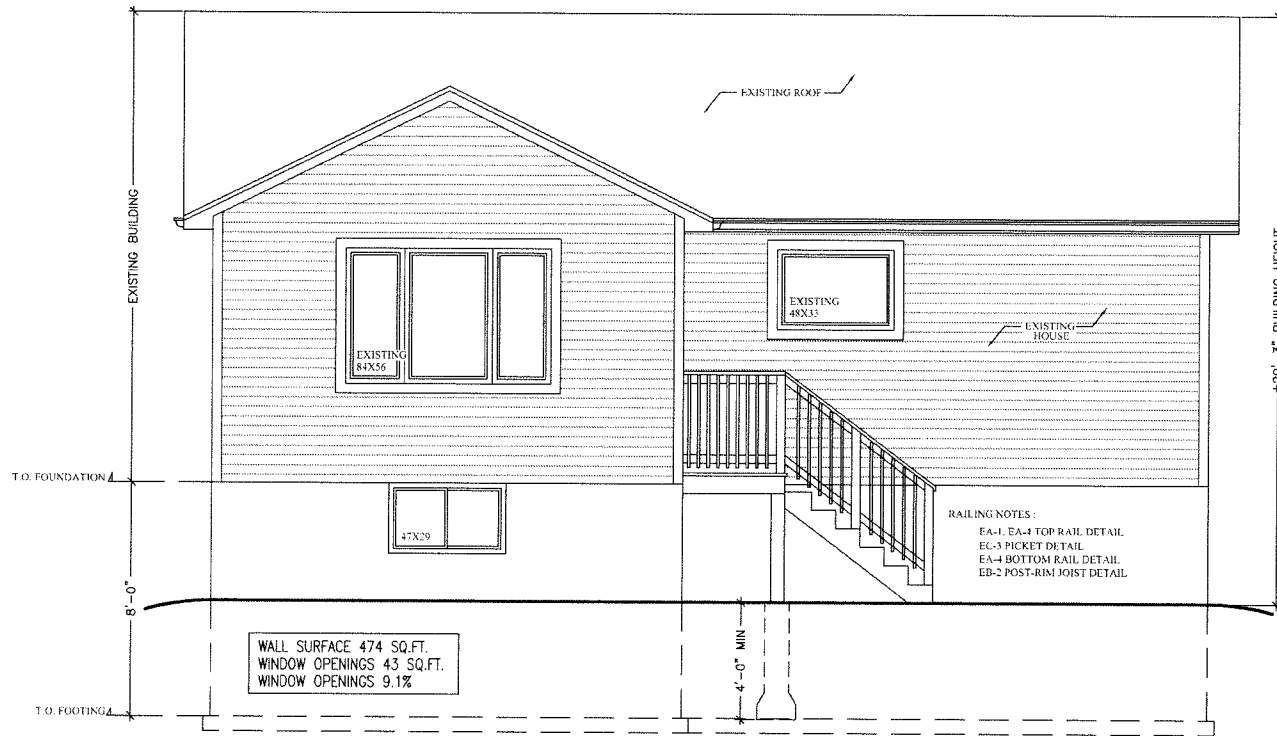
ELEVATIONS

DRAWN BY: TONY WALL	SCALE: 1/4" = 1'-0"
BCN: 28620	POW: 25171
DATE: AUGUST 2023	
SHEET NO: 5 OF 5	

A5

EAST ELEVATION

Scale 1/4"=1'-0"



GENERAL NOTES:

I am licensed and duly responsible for the design work I submit and I am duly licensed under a contract with the City of Norfolk, Virginia. I am qualified and the firm is duly licensed to the appropriate professional bodies.

File No. 20-1002

SQUARE FOOTAGE	
MAIN FLOOR	955 SQ.FT.
REVISIONS	
REV.	DATE
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100	



"PROPERTY OF VIEW-IT DESIGN"

VIEW-IT DESIGN
RRA 1 PORT BURWELL
OFFICE: 7-644-1121
FAX: 7-644-1122

DANCEY RES
307 VERMILLEN RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

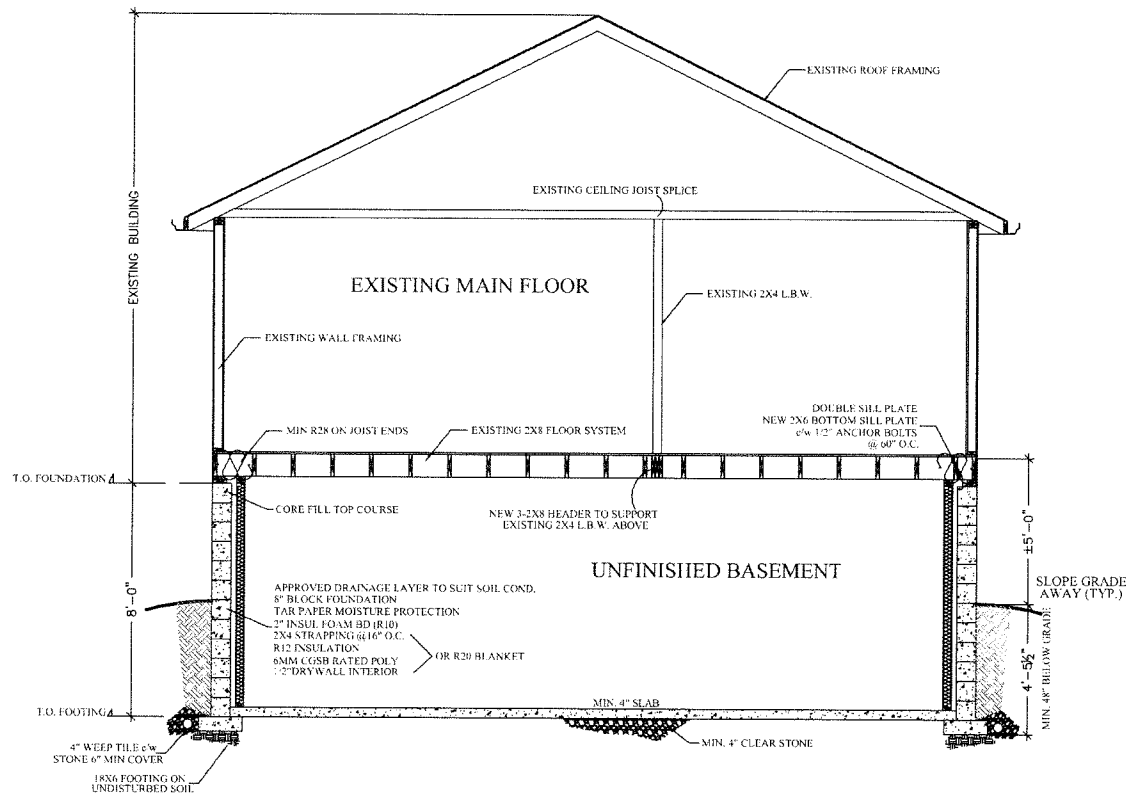
ELEVATIONS

DRAWN BY: TONY WALL	SCALE: SEE DWG.
BCIN 26020	POB: 21173
DATE: AUGUST 2021	
SHEET NO: 8 OF 8	

A6

TYP SECTION

Scale 1/4"=1'-0"



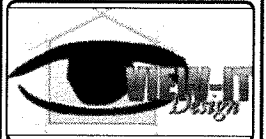
GENERAL NOTES

I warrant and make responsibility for the design work to be done if it is found to be deficient under the provisions of the O.P.C. Act. I am qualified and the firm is registered in the appropriate design jurisdiction.

TONY WALL
R.D. 10, 2020

SQUARE FOOTAGE	
MAIN FLOOR	975 SQFT

REV.	DATE	DESCRIPTION
1		
2		
3		
4	08/01	P. JENKINS



PROPERTY OF VIEW-IT DESIGN

VIEW-IT DESIGN
RR# 1 PORT BURWELL
OFFICE: 254-2117
FAX: 254-2117

DANCEY RES
307 VERMEULEN RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

SECTION	
DRAWN BY: TONY WALL	SCALE: SEE DWG
RCN: 20626	POW: 21171
DATE: AUGUST 2021	
SHEET NO: 1 OF 8	A7

GENERAL NOTES:

CONTRACTOR SHALL REVIEW THE DESIGN DRAWINGS AND REPORT ANY ERRORS OR OMISSIONS TO THE DESIGNER PRIOR TO PROCEEDING WITH THE WORK OF THE CONTRACT. PROCEEDING WITHOUT NOTIFICATION, OR IF CHANGES ARE MADE WITHOUT THE APPROVAL OF THE DESIGNER, WILL VOID ALL RESPONSIBILITY AND LIABILITY OF THE DESIGNER.

THE GENERAL CONTRACTOR SHALL PROVIDE MECHANICAL DRAWINGS FOR HEATING & AIR CONDITIONING SYSTEM AND HEAT LOSS & GAIN CALCULATIONS AND BALANCING REPORTS AS MAY BE REQUIRED BY AUTHORITIES HAVING JURISDICTION.

ALL CONSTRUCTION SHALL CONFORM TO THE REQUIREMENTS OF THE ONTARIO BUILDING CODE, ONTARIO R.E.G. 403/97 AND ALL OTHER APPLICABLE CODES AND REQUIREMENTS OF THE MUNICIPALITY HAVING JURISDICTION.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO CONFORM WITH THESE SECTIONS OF THE CODE WHERE APPLICABLE AND BE FAMILIAR WITH PART 9 OF THE CODE.

STAIR DIMENSIONS (UNLESS OTHERWISE SHOWN ON DRAWINGS)

INTERIOR:	EXTERIOR:
MAX RISE 200mm (7 7/8")	MAX RISE 200mm (7 7/8")
MIN. RUN 255mm (10")	MIN. RUN 255mm (10")
MIN. TREAD 278mm (11")	MIN. TREAD 278mm (11")
NOSING 25mm (1")	NOSING 25mm (1")
UNIFORM RISE & RUN ON ANY FLIGHT OF STAIRS	GUARD HEIGHT - 2' 0" ABOVE GRADE = 902mm (35 1/2")
MINIMUM HEADROOM 1950mm (6' 5")	GUARD HEIGHT - 5' 0" ABOVE GRADE = 1067mm (42")
GUARD HEIGHT AT LANDING 902mm (35 1/2")	CONCRETE STAIRS OVER 2 RISERS ARE REQUIRED TO BE SUPPORTED ON FOUNDATION
AT STAIRS BETWEEN 902mm (35 1/2")	HANDRAIL REQUIRED ON STAIRS OVER 3 RISERS INSTALLED BETWEEN 864mm (34") & 965mm (38")
GUARD SPACING 100mm (4") NON-CLIMBABLE	
HANDRAILS INSTALLED BETWEEN 920mm (36")	

CONCRETE

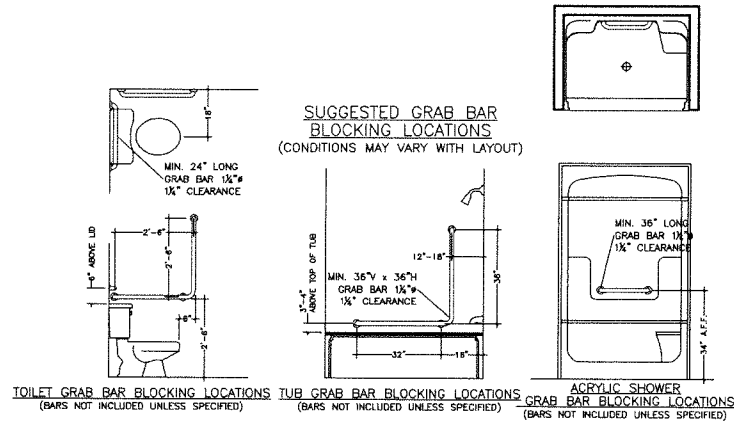
AS PER OBC SECTION 9.15 & 9.16

ALL CONCRETE FOOTINGS SHALL BEAR ON UNDISTURBED SOIL WITH A MIN SOIL BEARING PRESSURE OF 2000 PSF. CONCRETE FOR FOOTINGS & FOUNDATIONS TO HAVE MIN. COMPRESSIVE STRENGTH OF 20 MPa (2900 PSI) AT 28 DAYS.

STEP FOOTINGS:

MAX RISE 600mm (23 5/8") FOR FIRM SOIL
MAX RISE 400mm (16" FOR SAND OR GRAVEL
MIN. RUN BETWEEN RISERS 600mm (23 5/8")
ANGLE OF REPOSE IS 45°

CONCRETE FOUNDATION WALLS SHALL EXTEND TO 6" MIN. ABOVE FINISHED GRADE
FOOTING DESIGN MIN. 6" DEEP X 4" MIN. PROJECTION BEYOND FOUNDATION WALL AND MIN. OF 16" WIDE
CONCRETE FOUNDATIONS SHALL BE CONSTRUCTED TO SUFFICIENT DEPTH TO PROVIDE ADEQUATE FROST PROTECTION



WOOD FRAME CONSTRUCTION

AS PER OBC SECTION 9.23

ALL STRUCTURAL LUMBER TO BE SPF#2 CONSTRUCTION OR BETTER UNLESS NOTED OTHERWISE. LUMBER SIZES TO BE AS DETERMINED FROM SPAN TABLES OF THE BUILDING CODE.

SILL PLATES SHALL BE ANCHORED TO THE FOUNDATION WITH 1/2" ANCHOR BOLTS 7'-10" MAX ON SPACING WITH 4" MIN. EMBEDMENT INTO THE CONCRETE.

JOIST END BEARING TO BE 1 1/2" MIN.

BEAMS & GIRDERS SHALL HAVE 3 1/2" MIN END BEARING.

BEAMS & POINT LOADS SHALL BE SUPPORTED FULL WIDTH TO FOUNDATION.

ALL NON LOAD BEARING PARTITIONS SHALL BE SUPPORTED BY DOUBLE FLOOR JOIST OR SOLID BLOCKING AT 3'11" O.C.

ALL WOOD IN CONTACT WITH CONCRETE SHALL BE PROTECTED FROM MOISTURE.

HEAT TRANSFER, AIR LEAKAGE & CONDENSATION CONTROL

AS PER OBC SECTION 9.25

PROVIDE AN AIR BARRIER IN STRICT ACCORDANCE WITH OBC SECTION 9.23.3

INSULATION REQUIREMENTS:

MIN. R5C1-R22 IN ALL EXTERIOR WALLS

MIN. R60 IN EXPOSED CEILINGS WITH ATTIC SPACE

MIN. R20 CH IN FOUNDATION WALLS ENCLOSING HEATED SPACE

VAPOUR BARRIERS SHALL BE INSTALLED TO PROTECT THE ENTIRE SURFACE OF ANY THERMALLY INSULATED WALL, CEILING & FLOOR ASSEMBLIES AND TO BE INSTALLED ON THE WARM SIDE OF THE INSULATION. ALL PENETRATION OF THE VAPOUR BARRIER TO BE SEALED TO MAINTAIN THE INTEGRITY OF THE BARRIER SYSTEM.

EXTERIOR DOORS & WINDOWS

AS PER OBC SECTION 9.7

DOORS TO DWELLING SHALL BE OPERABLE FROM THE INSIDE WITHOUT THE USE OF KEYS

ALL EXTERIOR DOORS IF WOOD SHALL CONFORM TO CAN/CSA-A132.2-M, STEEL INSULATED CONFORM TO CAN/CSB-82.3-M

WINDOW GLASS SIZE TO COMPLY WITH CURRENT OBC REQUIREMENTS

ALL DOORS & WINDOWS SHALL COMPLY WITH OBC SECTION 9.7.6- RESISTANCE TO FORCED ENTRY

EVERY FLOOR LEVEL CONTAINING A BEDROOM SHALL HAVE AT LEAST 1 OUTSIDE WINDOW THAT CAN BE OPENED FROM THE INSIDE WITHOUT THE USE OF TOOLS. THESE WINDOWS MUST HAVE AN UNOBSTRUCTED OPEN AREA OF 3.8 SQ.FT. WITH NO DIMENSION LESS THAN 15"

VENTILATION

AS PER OBC SECTION 9.32.3.4

PROVIDE VENTILATION FOR ROOF SPACES AT A RATIO OF 1 SQ.FT. MIN OF UNOBSTRUCTED VENTILATION FOR EACH 300 SQ.FT. OF INSULATED CEILING AREA WITH NOT MORE THAN HALF THE REQUIRED VENTILATION LOCATED AT THE EAVES.

PROVIDE BAFFLES AT THE EAVES TO PERMIT FREE UNOBSTRUCTED AIR FLOW

PROVIDE MECHANICAL VENTILATION SYSTEM TO THE REQUIREMENTS OF OBC 9.32.2 WITH CLEARLY LABELED PRINCIPAL EXHAUST FAN MANUAL SWITCH.

ELECTRICAL

ALL LIGHTING AND ELECTRICAL TO COMPLY WITH OBC 9.34

ALL FLOOR LEVELS SHALL BE EQUIPPED WITH INTERCONNECTED SMOKE DETECTORS (TYPICAL ALL UNITS)

GENERAL NOTES:

I accept and take responsibility for the design work on behalf of a licensed professional under the provisions of the O.A.C. I am qualified, and the firm is registered, to do this type of design work.

True & Correct

DATE: 01/05/2023

	SQUARE FOOTAGE
MAIN FLOOR	875 SQ.FT.

REV.	DATE	DESCRIPTION
1		
2		
3		
4	01/05/2023	PERMITS ISSUE

PROPERTY OF VIEW-IT DESIGN

VIEW-IT DESIGN
RR# 1 PORT BURWELL
OFFICE: (548) 411-23
FAX: (548) 440-007

DANCEY RES
307 VERMILION RD
NORFOLK, ONT

PROPOSED HOUSE RENO PLANS

NOTES

DRAWN BY: TONY WALL	SCALE: SEE DWG
BCN: 25620	POW: 21171
DATE: 01/05/2023	
SHEET NO. 8 OF 8	A8

Jennifer Catarino
154 Colborne St N
Simcoe, ON N3Y 3V3

October 10, 2023

To Norfolk County Committee of Adjustment:

Re: Minor Variance Application – 307 Vermeulen Road

Introduction

The Permit Shoppe was retained as the Agent to process a minor variance application affecting 307 Vermeulen Road. The applicants are proposing to convert an existing accessory structure that has been moved to the subject lands into a detached additional dwelling unit. The adaptive reuse of the old single detached dwelling requires relief of the Zoning By-law to permit the development of a basement and to address the overall height of the existing structure. A portion of the site contains hazard lands and a portion of the subject lands is used for agricultural purposes. The site contains a single detached dwelling, barn, accessory structure and trailers. To facilitate the development, relief of the Norfolk County Zoning By-law regarding the useable floor area and building height for a detached additional dwelling unit is required.

The subject lands are designated 'Agricultural' and "Hazard Lands" in the Norfolk County Official Plan as well as zoned 'Agricultural (A)' and 'Hazard Lands (HL)' by Zoning By-law 1-Z-2014.

Planning Act

The *Planning Act* of Ontario provides the framework for planning and the process within the province. Section 2 outlines matters of provincial interest which includes the orderly development of safe and healthy communities, the development a full range of housing and protecting agriculture.

The application is consistent with the matters of provincial interest as the proposed development will provide an economical housing option in the agricultural area that does not impact the existing agricultural operation.

Section 45(1) of the *Planning Act* provides outlines the powers of the Committee and lists criteria to evaluate a minor variance which include an opinion whether the request is desirable for the appropriate development, the general intent and purpose of the Official Plan is met and the general intent and purpose of the Zoning By-law is achieved. The policy tests relative to Section 45(1) will be summarized below.

Provincial Policy Statement, 2020 (PPS)

The Provincial Policy Statement, 2020 (PPS) provides overarching policy direction for planning and development within the Province of Ontario. Healthy, liveable and safe communities are sustained by promoting efficient development patterns that optimize land, resources and public investment. Settlement areas intended to be the focus of growth and development and will accommodate a variety and range of housing options. In addition, prime agricultural land is to be protected for the long term. The subject lands are located within the agricultural area.

Norfolk County Official Plan

The Official Plan designates the subject lands "Agricultural". The primary focus of the designation is to strengthen the agricultural community and protect against the intrusion of incompatible uses, such as non-farm related residential dwellings. The primary use of agricultural land is for growing crops, raising livestock and residential uses that support the farming operation.

Section 7.2.1 h) v) permits accessory residential dwelling units subject to the policies contained in Official Plan Amendment 149, adopted on September 20, 2022. The amendment includes criteria for the development of accessory residential dwelling units (Section 5.3.3.1 g)). The subject application is consistent with the policies of Section 5.3.3.1 g) as the stability of the building is adequate to accommodate the necessary alterations for an additional dwelling, the exterior changes to the structure are minimal, the development will obtain permits consistent with the Ontario Building Code. The proposed unit is ancillary to the permitted single detached dwelling, is located within the required distance from the principle dwelling and meets the regulations of the *Conservation Authorities Act*.

The proposed minor variance conforms to the Official Plan and in my professional opinion meets the intent.

Zoning By-law 1-Z-2014

The subject lands are zoned "Agricultural (A)". Single detached dwellings, detached additional residential dwelling units and accessory structures are permitted uses. Detached additional residential dwellings are subject to the provisions of Section 3.2.3 and 3.2.3.2. To facilitate the development relief is required as outlined in Table 1:

Table 1: Requested Relief of Zoning By-law 1-Z-2014

Section 3.2.3.2 Detached Additional Residential Dwelling Unit	Required	Provided	Relief Required
b) The maximum useable floor area of a detached additional residential dwelling unit is 75m ² (807 sq ft). This includes any basement area and excludes any attached garage.	75m ²	145.5 m ²	70.5 m ²
c) Be nearer than 1.2 metres of an interior side yard and rear yard,	1.2 m	>24.4 m	

except:			
i. In the case of a mutual private garage in the rear yard on a common interior side lot line, no separation distance is required.	N/A		
ii. In the case of a rear lot line adjoining a private or public lane, no setback is required;	N/A		
d) detached Additional Residential Dwelling units shall not occupy any part of a front yard or exterior side yard.	N/A		
e) The entirety of the building height of Detached Additional Residential Dwelling Units shall not exceed 5 metres in height.	5 m	6.2 m	1.2 m
f) The entirety of the Detached Additional Dwelling unit is to be located within a maximum of 40 metres from the primary dwelling.	40 m	35.4 m	
h) One off-street parking space shall be provided for the additional residential dwelling unit in addition to the minimum required parking spaces for the primary dwelling, and in accordance with provisions in the Off Street Parking Section of this By-Law;	1 space	1 space	
i) A minimum of 50% of the front yard shall be maintained as landscaped open space	50%	meets requirement	
j) In addition to the provisions outlined in Section 3.2.3.2, the provisions of Section 3.2.3 also apply.		satisfies provisions	

The requested relief is consistent with the intent of the Zoning By-law and it is appropriate for the proposed development. The proposed detached additional dwelling unit is located in close proximity to existing structures and proposes to convert an existing single storey structure into the detached additional dwelling unit. The additional useable floor area is necessary to recognize the existing size of the structure and to accommodate a basement. The proposed relief for height is minor and will permit the adaptive reuse of an existing structure for the purposes of a detached additional dwelling unit. The additional height will not impact neighbours or the existing single detached dwelling on the site. The additional floor area will mainly be accommodated in the basement, which will not be visible from the street.

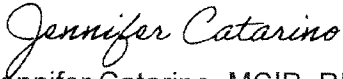
Therefore, the proposed minor variance meets the intent of the Zoning By-law, desirable for the appropriate development and considered minor in nature.

Conclusion

In conclusion, it is my professional opinion that the minor variance satisfies the requirements of *Planning Act* Section 45(1) as the proposed request is appropriate for the proposed development, conforms to the Official Plan and meets the intent of the Zoning By-law. The overall relief is considered minor and will not impact the surrounding land uses for the reasons noted above.

Please do not hesitate to contact me if you have any questions or comments.

Thank you,


Jennifer Catarino, MCIP, RPP

From: [Jennifer Catarino](#)
To: [Hannelore Yager](#)
Cc: [Kim Dziegiele](#)
Subject: Re: 307 Vermeulen
Date: Monday, October 30, 2023 11:43:08 AM
Attachments: [image002.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Hanne,

Thank you for your email.

The justification is that the owners are resuing an existing structure they saved from Long Point. The size of the structure is larger than what is permitted but it is a scale that is appropriate to be an ADU. Since a young family is thinking about the future and economical accommodations, the basement was contemplated and included in the minor variance.

The variance supports the creation of an economical housing option and isn't just because they want it.

I am happy to discuss further.

Thank you,

Jen

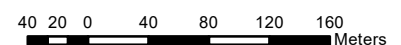
On Fri, Oct 27, 2023, 2:43 PM Hannelore Yager, <Hannelore.Yager@norfolkcounty.ca> wrote:

Hello there,

Yes, you are correct – the “ratio” requirement from the earlier By-law has been removed. The benefit of this approach is it does not penalize owners of smaller single detached dwellings; instead requiring everybody to conform to the same provisions for size (i.e. usable floor area).

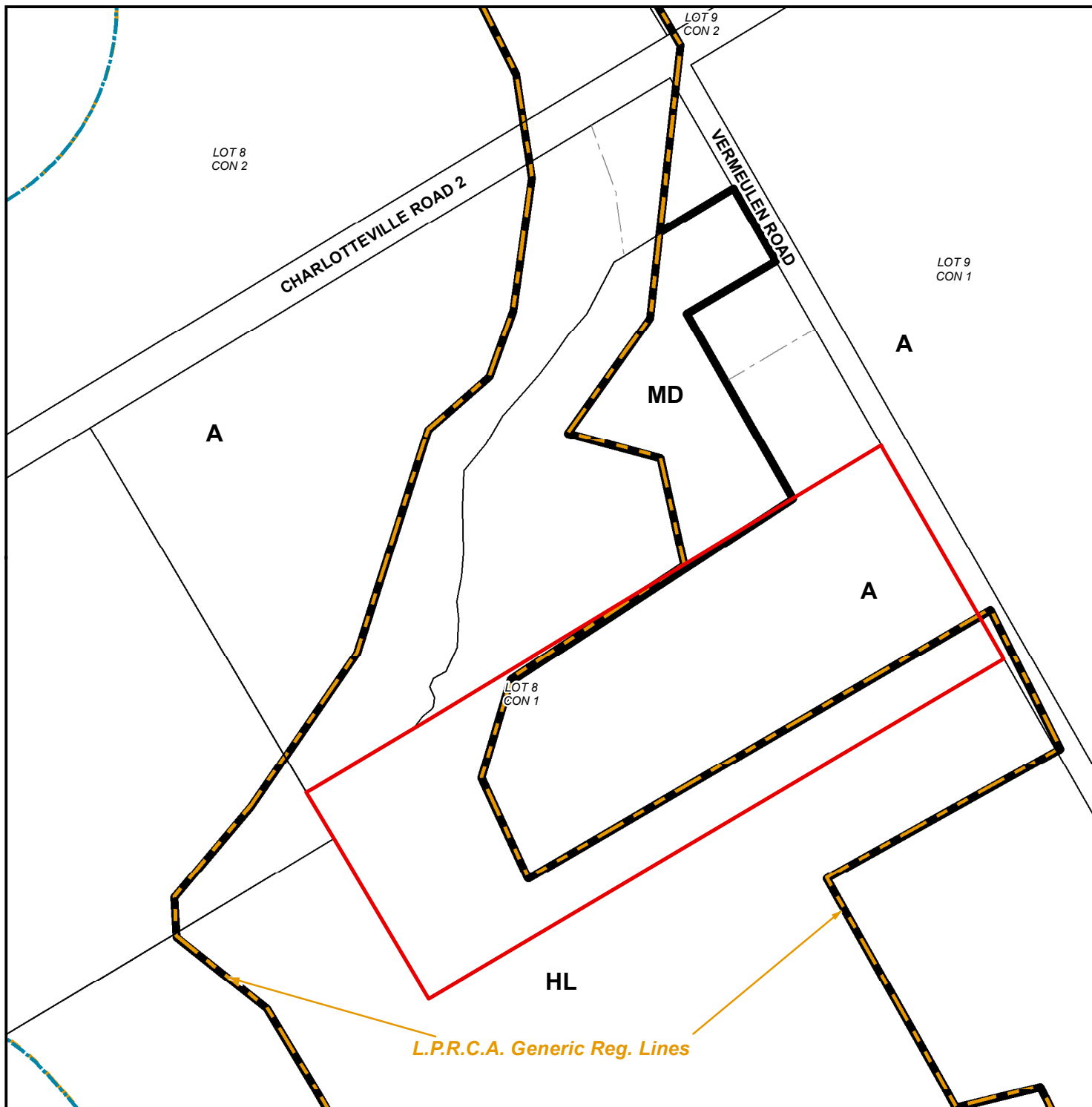
It helps provide site-specific context for the proposal which is helpful for planners to assess the application through the four tests – which is the criteria used to assess minor variance applications. If you wouldn't mind adding that the concept plan or section B.4. of the application that would be appreciated.

Does your client have justification for the required relief beyond wanting it? I understand they are moving a single detached dwelling and adding a basement, hence the relief required.



MAP B
ZONING BY-LAW MAP
 Geographic Township of CHARLOTTEVILLE

ANPL2023330



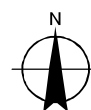
LEGEND

- Subject Lands
- Adjacent Lands
- LPRCA Generic RegLines

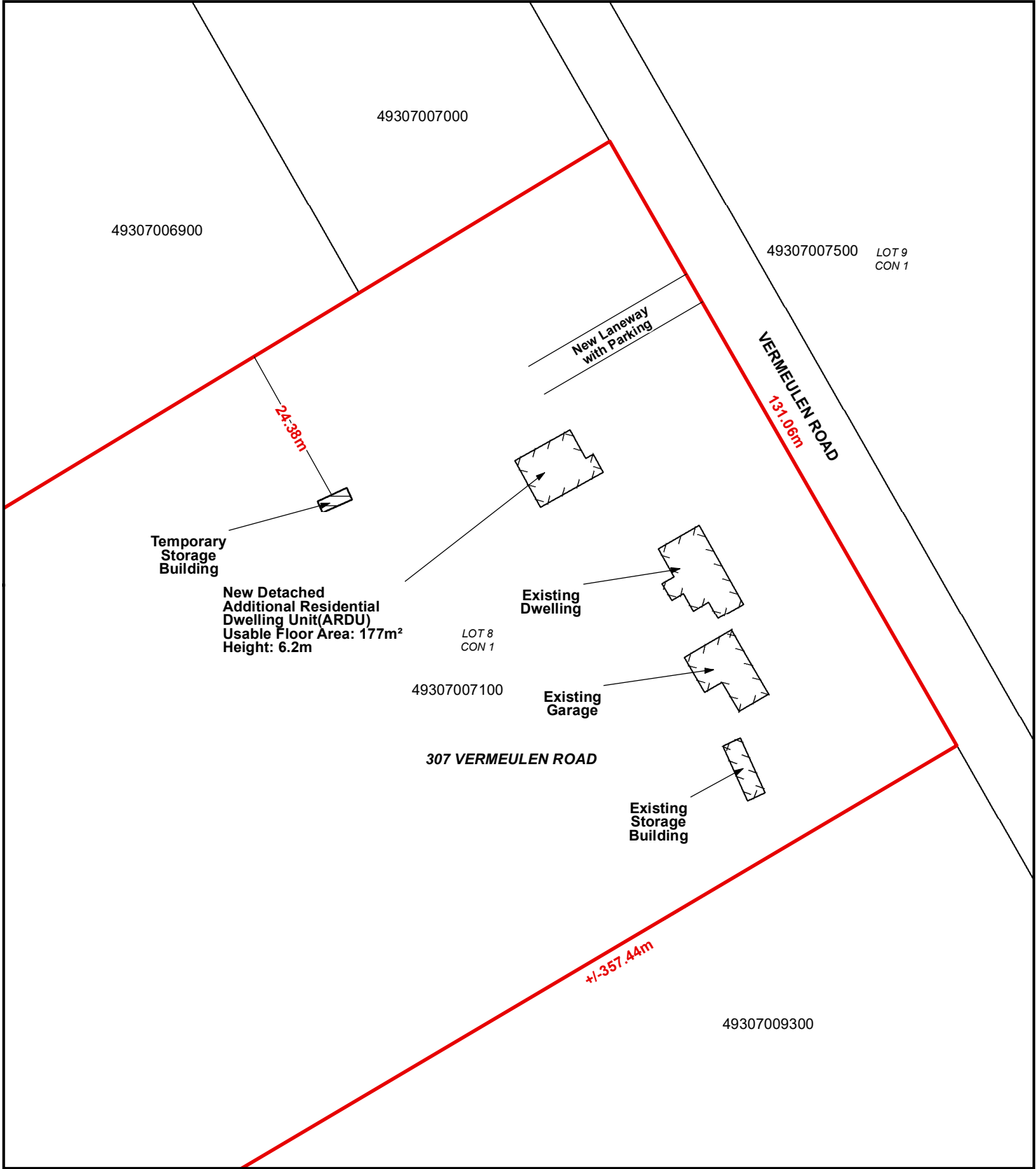
ZONING BY-LAW 1-Z-2014

2/5/2024

- (H) - Holding
- A - Agricultural Zone
- MD - Disposal Industrial Zone
- HL - Hazard Land Zone

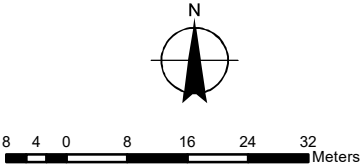


30 15 0 30 60 90 120 Meters



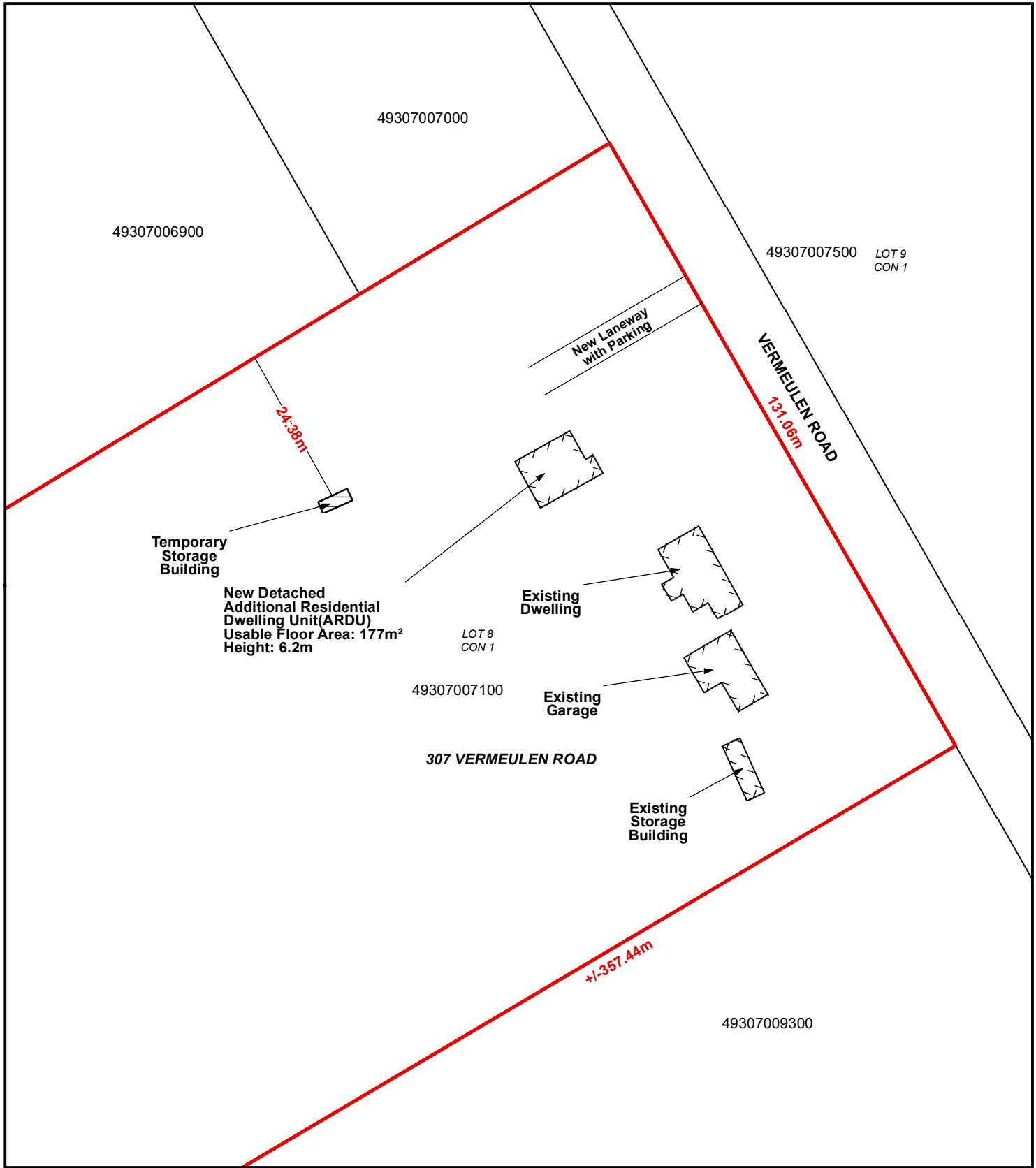
Legend

Subject Lands




CONCEPTUAL PLAN

Geographic Township of CHARLOTTEVILLE



Legend

 Subject Lands

2/5/2024

