For Office Use Only:

File Number	ANPL2023357	Application Fee	
Related File Number		Conservation Authority Fee	
Pre-consultation Meeting		Well & Septic Info Provided	
Application Submitted		Planner	
Complete Application		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: * 543-050-29900-0000

A. Applicant Information

Name of Owner LESLEY READINGS

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	885 Southdale Rd. W #404
Town and Postal Code	London, Ont. N6P0C5
Phone Number	519-282-0831
Cell Number	Same as above
Email	LesleyReadings@gmail.com

Name of Applicant OWNER IS APPLICANT

Address	
Town and Postal Code	
Phone Number	
Cell Number	
Email	

Name of Agent	LEN GIRARD, P.ENG.
Address	312 ERIE BLVD.
Town and Postal Code	PORT ROWAN N0E 1M0
Phone Number	519-410-6589
Cell Number	"
Email	leonardgirard@icloud.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:

NONE

B. Location, Legal Description and Property Information

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

   LOT 20 RP 252 P.I.N 50114-0194

   NORFOLK COUNTY

   Municipal Civic Address: 19 WOODSTOCK AVE, PORT ROWAN

   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:

   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:

SEE ATTACHED

EXISTING COTTAGE TO BE RAISED, RENOVATED & ENLARGED

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.

RENOVATION & ADDITION - RESIDENTIAL ONLY
SEE DWGS

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:

SEE SITE PLAN

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:

30 YRS+ (WITH CURRENT OWNER) LIKELY 100 YRS TOTAL

9. Existing use of abutting properties:

COTTAGES

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	12.22m	15m		12.22m	
Lot depth	51.941m			51.941m	
Lot width	12.22m			12.22m	
Lot area	1101.476m² 0.11ha			0.11ha	
Lot coverage	73.45m² 6.67%	15%		96.062m² 8.72%	
Front yard	7.35m	6m		7.35m	
Rear yard	33.5m	9m		33.5m	
Height	6.5m	9.1m		9.75m	0.65m
Left Interior side yard	2.34m	1.2m		2.34m	
Right Interior side yard	2.93m	1.2m		2.93m	
Exterior side yard (corner lot)	/				
Parking Spaces (number)	2	2		3	
Aisle width	/	[redacted]			
Stall size		3m x 5.8m			
Loading Spaces	/				
Other TOTAL LIVING SPACE				192.124m² 17.44%	

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

_____

_____

_____

N.A. 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: _____

_____

_____

N.A. Description of land intended to be retained in metric units:

Frontage: _____

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Buildings on retained land: _____

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

Frontage: _____

Depth: _____

Width: ______________________________

Area: ______________________________

Proposed Use: ______________________________

N.A. 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:
   N.A.
   _____

N.A. 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:

   EX. COTTAGE USE TO CONTINUE

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:

   NOT APPLICABLE

   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 LAKE ERIE ADJACENT LONG POINT BAY OPPOSITE

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

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 LAKE ERIE ADJACENT

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) SAND POINT

Sewage Treatment

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

Storm Drainage

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

2. Existing or proposed access to subject lands:

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

Name of road/street:

G. All Applications: Other Information

1. Does the application involve a local business? ☐ Yes ☒ No

   If yes, how many people are employed on the subject lands?

2. Is there any other information that you think may be useful in the review of this application? If so, explain below or attach on a separate page.

H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies (number of paper copies as directed by the planner) and an **electronic version (PDF) of the site plan drawings, additional plans, studies and reports** will be required, including but not limited to the following details:

✓1. Concept/Layout Plan
✓2. All measurements in metric
3. Existing and proposed easements and right of ways
✓4. Parking space totals – required and proposed
✓5. All dimensions of the subject lands
✓6. Dimensions and setbacks of all buildings and structures
✓7. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
✓8. Names of adjacent streets
✓9. Natural features, watercourses and trees

In addition, the following additional plans, studies and reports, including but not limited to, **may** also be required as part of the complete application submission:

- [x] On-Site Sewage Disposal System Evaluation Form (to verify location and condition)
- [ ] Environmental Impact Study
- [x] 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.

Lesley Reading — Owner/Applicant/Agent Signature

Oct. 3/23 — Date

J. Owner's Authorization

If the applicant/agent is not the registered owner of the lands that is the subject of this application, the owner must complete the authorization set out below.

I/We _____ am/are the registered owner(s) of the lands that is the subject of this application.

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

_____ Owner — _____ Date

_____ Owner — _____ Date

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

K. Declaration

I, Lesley Readings of LONDON, ONTARIO

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:

_____

Lesley Readings

Owner/Applicant/Agent Signature

In _____

This 3rd day of October

A.D., 2023

_____

A Commissioner, etc.

PROPERTY DESCRIPTION:
LOT 20
REGISTERED PLAN 252
NORFOLK COUNTY

TOPOGRAPHIC SURVEY
FOR: LESLEY READINGS
#19 WOODSTOCK AVENUE
P.I.N. 50114–0144

SCALE 1:100
0 1 2 3 4 5 METRES 10

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

CAUTION

- THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK
- DO NOT CONVEY FROM THIS PLAN

NOTES

(1) – PROPERTY DIMENSIONS ARE AS SHOWN ON SURVEYOR'S REAL PROPERTY REPORT COMPLETED BY KIM HUSTED SURVEYING LTD., PROJECT: 22-18349, DATED: FEBRUARY 8, 2023

(2) – SITE BENCHMARK SPIKE SET IN SOUTH-EAST FACE OF HYDRO POLE 12.15m WEST OF THE SUBJECT PROPERTY HAVING A GEODETIC ELEVATION OF 178.50 metres
- ADD 100.00m TO ELEVATIONS SHOWN HEREON TO OBTAIN GEODETIC DATUM
- ELEVATIONS ARE REFERRED TO CANADIAN GEODETIC DATUM 1928, GEOID MODEL HT2_2010v70, REFERENCE FRAME NAD83 (CSRS) (2010.0)

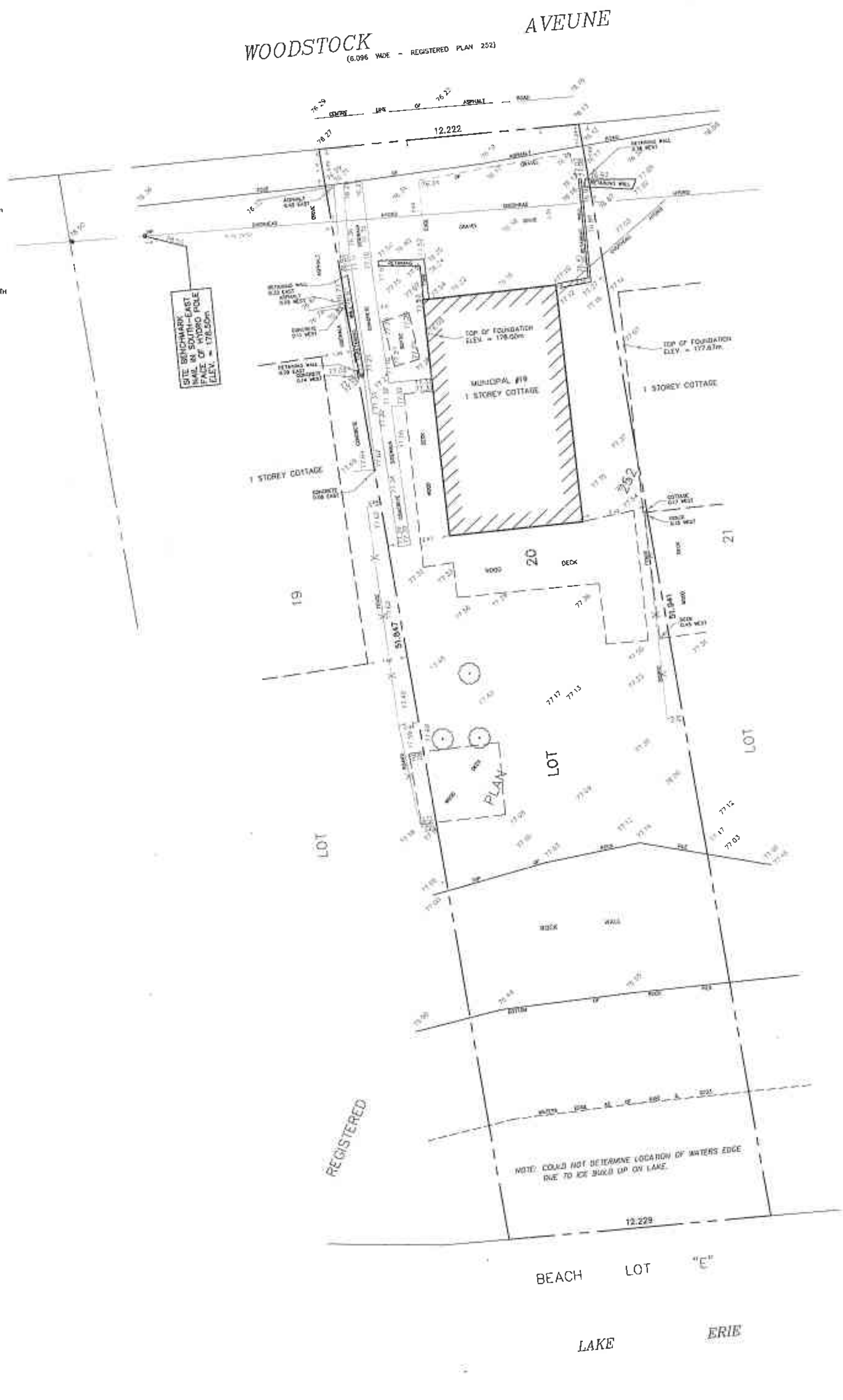
(3) – THIS SKETCH WAS COMPLETED FROM FIELD WORK COMPLETED ON THE 11th DAY OF JANUARY, 2023

(4) – THIS PROPERTY IS BOTH SUBJECT TO A RIGHT-OF-WAY AND TOGETHER WITH A RIGHT-OF-WAY AS SET OUT IN REGISTERED INSTRUMENTS NR390532 AND NR539265

LEGEND

- AREA OF LOT 20 = 632.7 SQUARE METRES
- DWELLING AREA (INCLUDING EX. ATTACHED DECK) = 113.2 SQUARE METRES
  DWELLING LOT COVERAGE = 17.9 %
  DECK AREA (NOT ATTACHED TO DWELLING) = 11.5 SQUARE METRES
  DECK LOT COVERAGE = 1.8 %
- ⊙ DENOTES DECIDUOUS TREE
- ● DENOTES HYDRO POLE
- (NTS) DENOTES NOT TO SCALE

ACTUAL NORTH



KIM HUSTED SURVEYING LTD.
ONTARIO LAND SURVEYOR
30 HARVEY STREET, TILLSONBURG, ONTARIO, N4G 3J8
PHONE: 519-842-3638 FAX: 519-842-3639
PROJECT: 22-18349TOPO

girard ENGINEERING
2476153 ONTARIO INC.
682 PEEL STREET
WOODSTOCK, ONTARIO N4S 1L3
TEL: 1-519-879-6875
EMAIL: INFO@GIRARDENGINEERING.CA

LESLEY READINGS
855 SOUTHDALE ROAD W., UNIT 404
LONDON, ONTARIO, N6P 0C5
TEL: 1-519-282-0831
EMAIL: LESLEYREADINGS@GMAIL.COM

SEPTIC SYSTEM DESIGN
19 WOODSTOCK AVE.
LONG POINT, ONTARIO

PRE-DEVELOPMENT PLAN

DRAWING NO. 100

PROPERTY DESCRIPTION:
LOT 20
REGISTERED PLAN 252
NORFOLK COUNTY

TOPOGRAPHIC SURVEY

FOR: LESLEY READINGS
#19 WOODSTOCK AVENUE
P.I.N. 50114–0144

SCALE 1:100

ACTUAL NORTH

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

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- ADD 100.00m TO ELEVATIONS SHOWN HERON TO OBTAIN GEODETIC DATUM
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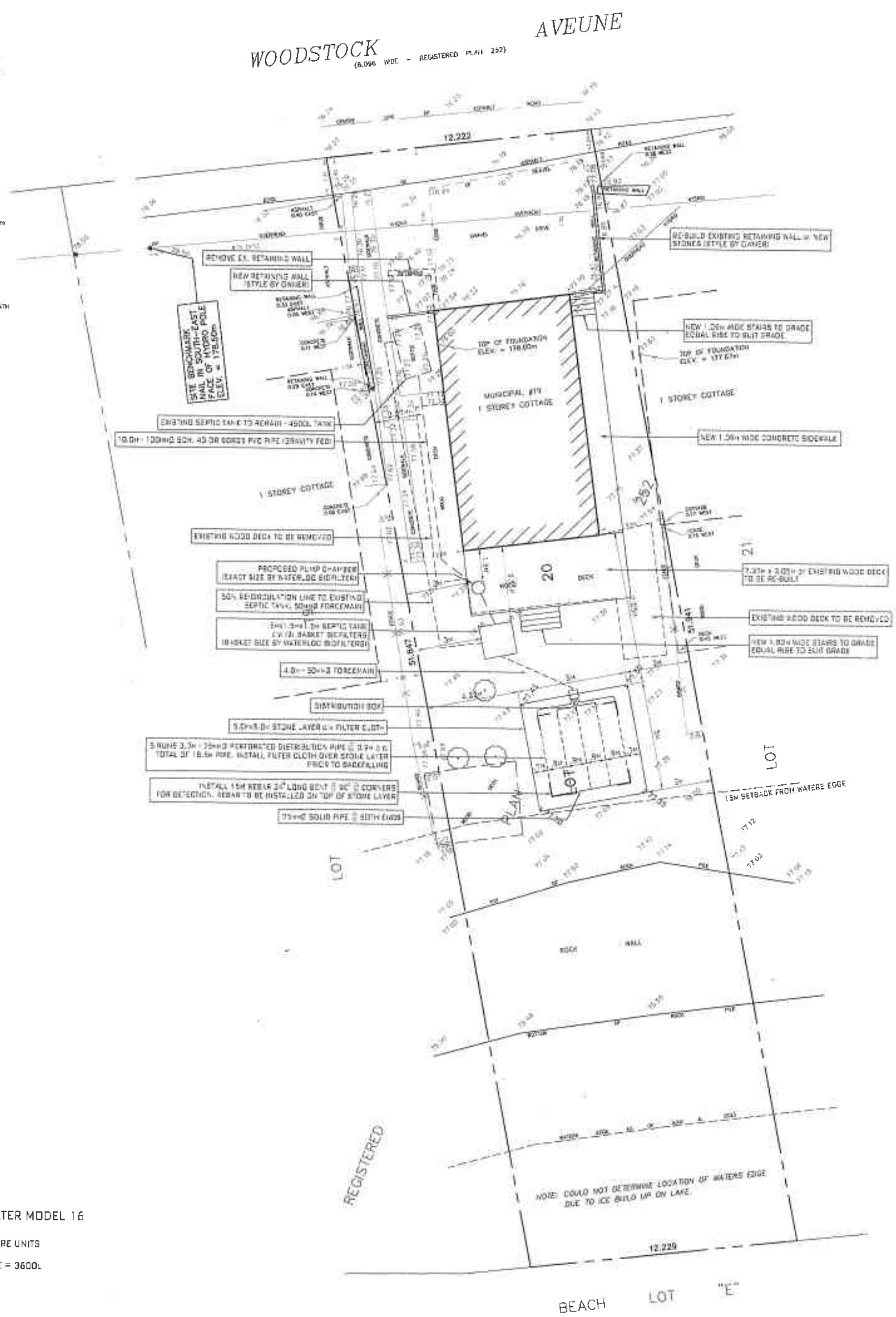
LEGEND

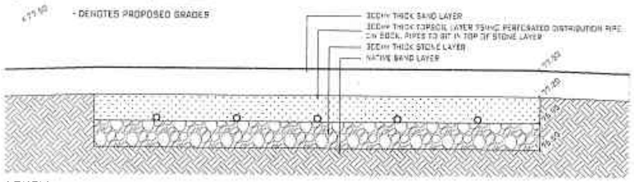
- AREA OF LOT 20 = 632.7 SQUARE METRES
- DWELLING AREA (INCLUDING EX. ATTACHED DECK) = 113.2 SQUARE METRES DWELLING LOT COVERAGE = 17.9 %
- DWELLING AREA (INCLUDING PROPOSED DECK) = 94.5 SQUARE METRES DWELLING LOT COVERAGE = 14.94 %
- EX. DECK AREA (NOT ATTACHED TO DWELLING) = 11.5 SQUARE METRES EX. DECK LOT COVERAGE = 1.8 %
- ⊙ DENOTES DECIDUOUS TREE
- ● DENOTES HYDRO POLE
- (NTS) DENOTES NOT TO SCALE



SEWAGE SYSTEM DETAILS: WATERLOO BIOFILTER MODEL 16
FLATBED CLASS 1 SEWAGE SYSTEM

EXISTING COTTAGE AREA = 74.4M2, 3 BEDROOMS, 8.5 FIXTURE UNITS
SEWAGE FLOW = 1600L/DAY
SEPTIC TANK SIZE REQUIRED = 3600L – EXISTING TANK SIZE = 3600L
LABORATORY REPORTED T-TIME = 7MIN/CM

- DENOTES 100mmØ GRAVITY FED PIPE
- DENOTES 50mmØ FORECEMAIN
- DENOTES PROPOSED GRADES



LONGITUDINAL SECTION THROUGH SYSTEM

KIM HUSTED SURVEYING LTD.
ONTARIO LAND SURVEYOR
30 HARVEY STREET, TILLSONBURG, ONTARIO, N4G 3J8
PHONE: 519-842-3638 FAX: 519-842-3639
PROJECT: 22-18349TOPO

THESE DRAWINGS ARE TO BE READ AND NOT TO BE SCALED

DESIGNED BY

girard ENGINEERING
2478153 ONTARIO INC.
682 PEEL STREET
WOODSTOCK, ONTARIO N4S 1L3
TEL: 1-519-879-6875
EMAIL: INFO@GIRARDENGINEERING.CA

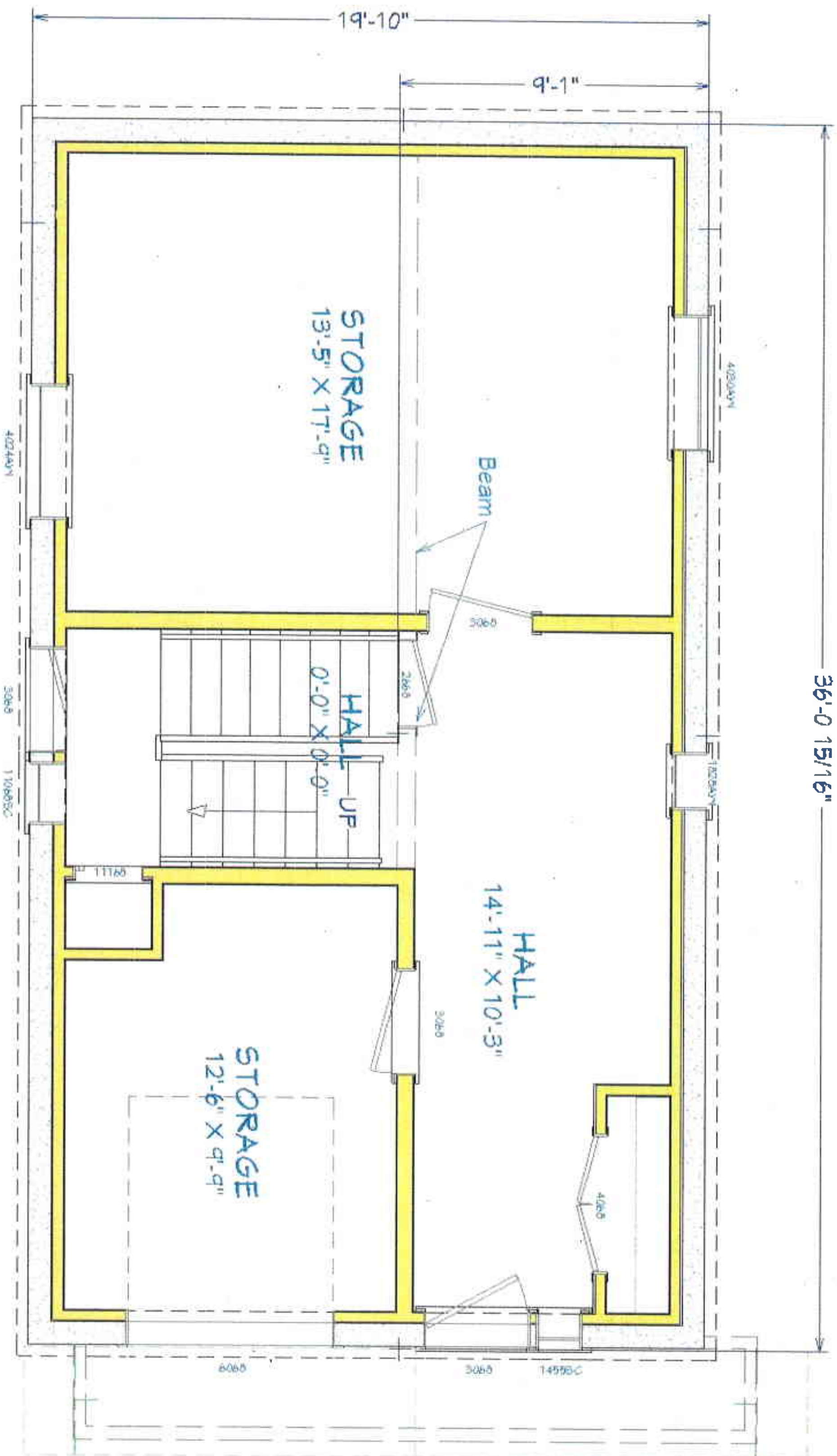
DESIGNED FOR

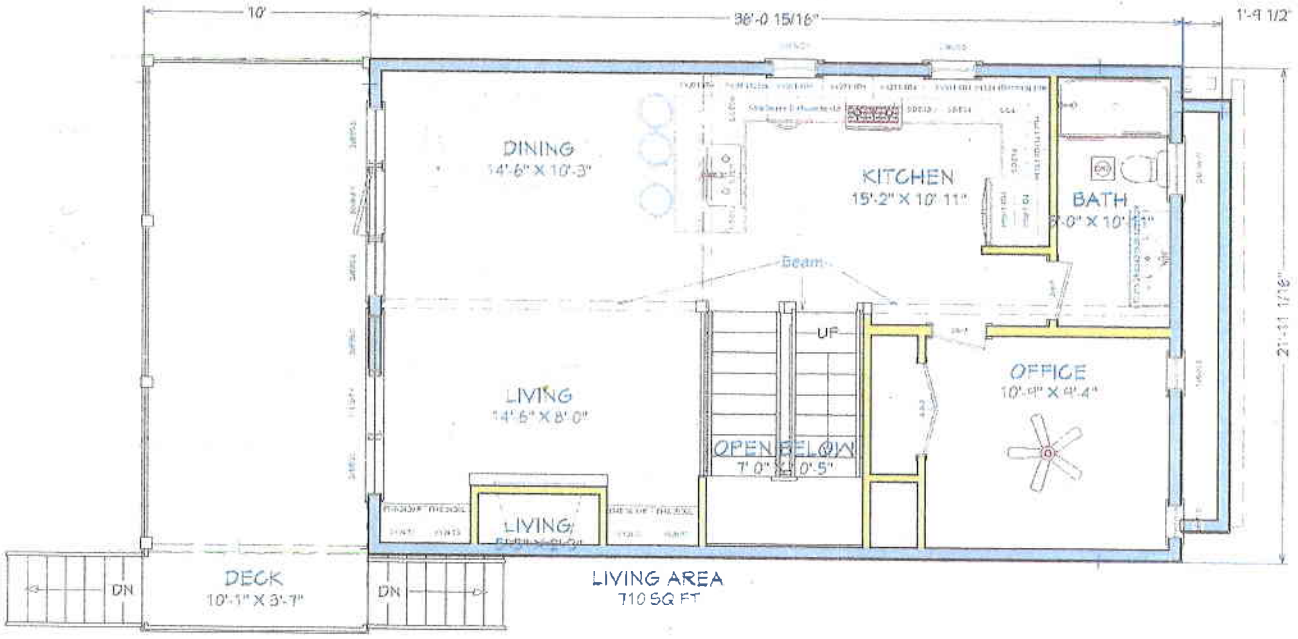
LESLEY READINGS
855 SOUTHDALE ROAD W., UNIT 404
LONDON, ONTARIO, N6P 0C5
TEL: 1-519-282-0831
EMAIL: LESLEYREADINGS@GMAIL.COM

SEPTIC SYSTEM DESIGN
19 WOODSTOCK AVE.
LONG POINT, ONTARIO

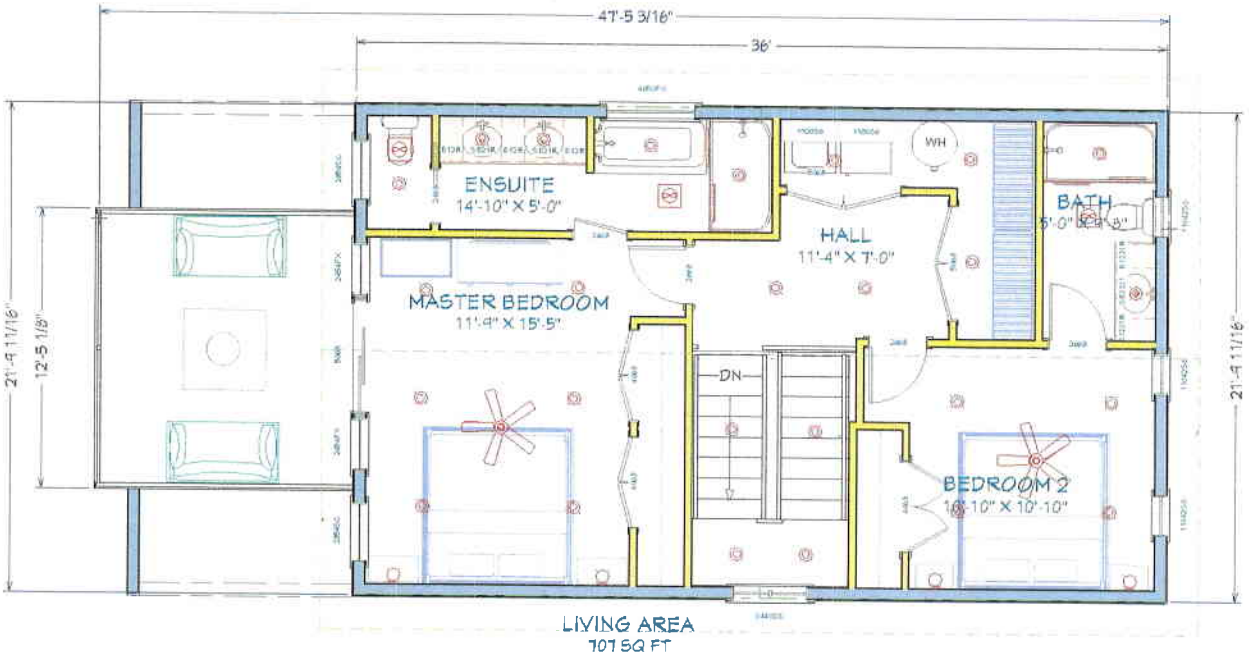
POST-DEVELOPMENT PLAN

DRAWING NO. 101

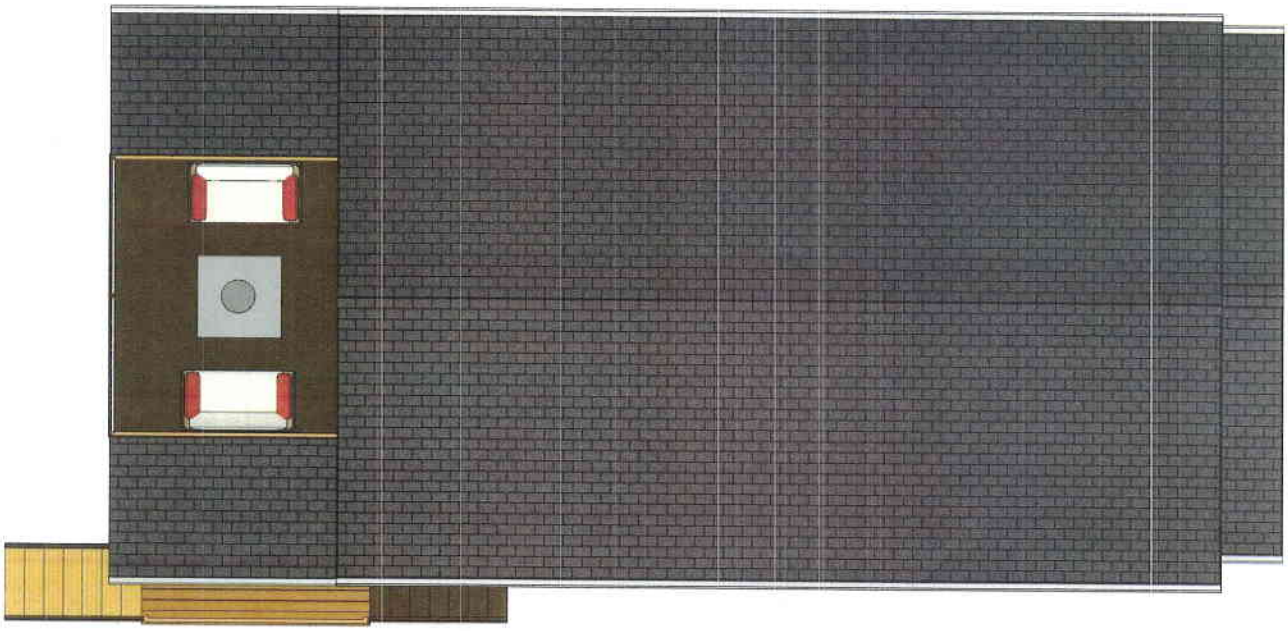

19'-10"
9'-1"
36'-0 15/16"
STORAGE
13'-5" X 17'-9"
Beam
HALL
0'-0" X 0'-0"
UP
HALL
14'-11" X 10'-3"
STORAGE
12'-6" X 9'-9"
3068
6068


10'
36'-0 15/16"
1'-9 1/2"
DINING
14'-6" X 10'-3"
KITCHEN
15'-2" X 10' 11"
BATH
5'-0" X 10'-3"
Beam
UP
LIVING
14'-6" X 8'-0"
OPEN BELOW
7' 0" X 10'-5"
OFFICE
10'-9" X 9'-4"
LIVING
DN
DECK
10'-1" X 3'-7"
DN
LIVING AREA
710 SQ FT
21'-11 1/16"


33'-11"



LIVING AREA
707 SQ FT



PROPERTY DESCRIPTION:
LOT 20
REGISTERED PLAN 252
NORFOLK COUNTY

TOPOGRAPHIC SURVEY

FOR: LESLEY READINGS
#19 WOODSTOCK AVENUE
P.I.N. 50114–0144

SCALE 1:100

0 1 2 3 4 5 METRES 10

ACTUAL NORTH

METRIC

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

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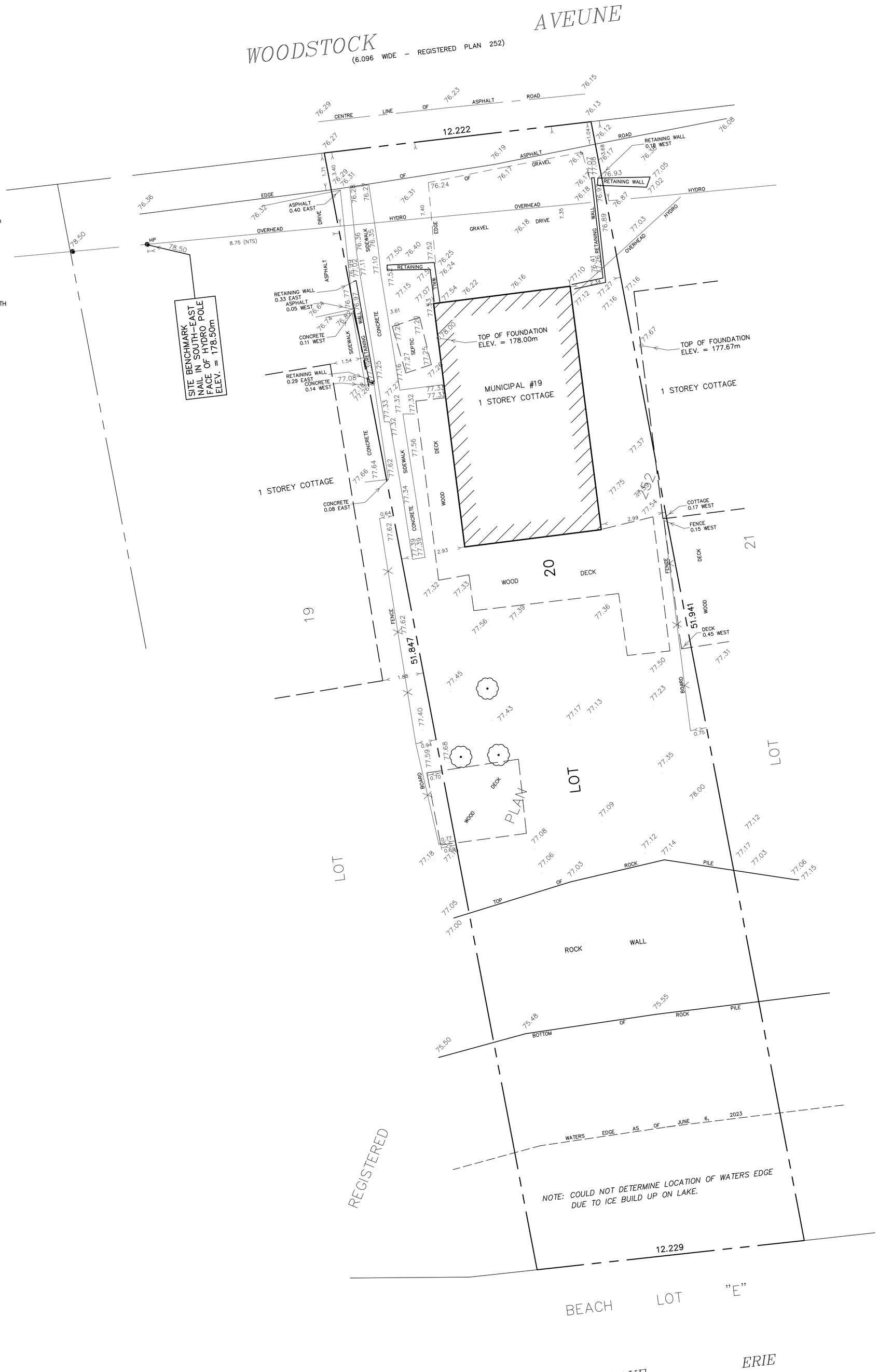
– ● DENOTES HYDRO POLE
– (NTS) DENOTES NOT TO SCALE



NO:	REVISION:	BY:	DATE:
1	ISSUED FOR REVIEW	TS	JUNE 7, 2023
2	ISSUED FOR CONSTRUCTION	TS	JUNE 8, 2023
3	REVISED AS PER MUNICIPALITIES COMMENTS AND RE-ISSUED FOR CONSTRUCTION	DF	NOVEMBER 1, 2023

BOTH THE CLIENT AND THE CONTRACTOR, INCLUDING ALL SUB-TRADES, SHALL REVIEW ALL DRAWINGS AND VERIFY ALL DIMENSIONS. IT IS THE RESPONSIBILITY OF THE CLIENT AND THE CONTRACTOR TO REPORT ANY DISCREPANCIES TO THE ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION.

THESE DRAWINGS ARE TO BE READ AND NOT TO BE SCALED.

DESIGNED BY:

girard ENGINEERING
2478153 ONTARIO INC.
682 PEEL STREET
WOODSTOCK, ONTARIO N4S 1L3
TEL: 1-519-879-6875
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DESIGNED FOR:

LESLEY READINGS
855 SOUTHDALE ROAD W., UNIT 404
LONDON, ONTARIO, N6P 0C5
TEL: 1-519-282-0831
EMAIL: LESLEYREADINGS@GMAIL.COM

KIM HUSTED SURVEYING LTD.
ONTARIO LAND SURVEYOR
30 HARVEY STREET, TILLSONBURG, ONTARIO, N4G 3J8
PHONE: 519–842–3638 FAX: 519–842–3639

PROJECT: 22–18349TOPO | LESLEY READINGS, 19 WOODSTOCK AVENUE, LONG POINT | REF: FILE | DWG. WLP | CKD. K.H.

SEPTIC SYSTEM DESIGN

19 WOODSTOCK AVE.
LONG POINT, ONTARIO

PRE-DEVELOPMENT PLAN

SCALE:	1:100
DATE:	JUNE 6, 2023
DRAWING BY:	T. SPRAGUE
DESIGNED BY:	L. GIRARD
CHECKED BY:	L. GIRARD
PROJECT NO:	23-068

DRAWING NO: 100

PROPERTY DESCRIPTION:
LOT 20
REGISTERED PLAN 252
NORFOLK COUNTY

TOPOGRAPHIC SURVEY

FOR: LESLEY READINGS
#19 WOODSTOCK AVENUE
P.I.N. 50114–0144

SCALE 1:100

0 1 2 3 4 5 METRES 10

METRIC

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

CAUTION

– THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK

– DO NOT CONVEY FROM THIS PLAN

NOTES

(1) – PROPERTY DIMENSIONS ARE AS SHOWN ON SURVEYOR'S REAL PROPERTY REPORT COMPLETED BY KIM HUSTED SURVEYING LTD., PROJECT: 22–18349, DATED: FEBRUARY 8, 2023

(2) – SITE BENCHMARK SPIKE SET IN SOUTH–EAST FACE OF HYDRO POLE 12.15m WEST OF THE SUBJECT PROPERTY HAVING A GEODETIC ELEVATION OF 178.50 metres
– ADD 100.00m TO ELEVATIONS SHOWN HERON TO OBTAIN GEODETIC DATUM
– ELEVATIONS ARE REFERRED TO CANADIAN GEODETIC DATUM 1928, GEOID MODEL HT2_2010v70, REFERENCE FRAME NAD83 (CSRS) (2010.0)

(3) – THIS SKETCH WAS COMPLETED FROM FIELD WORK COMPLETED ON THE 11th DAY OF JANUARY, 2023

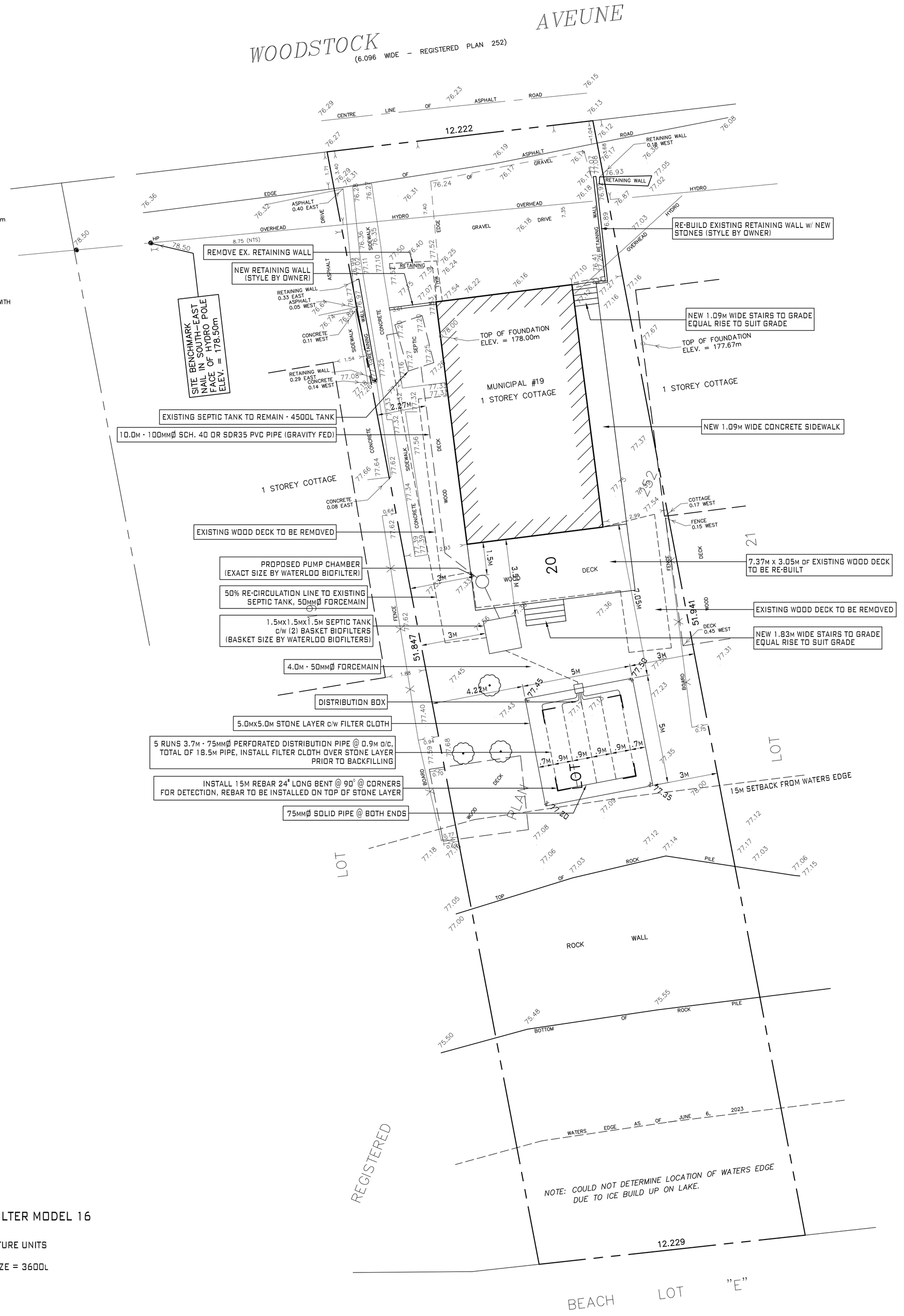
(4) – THIS PROPERTY IS BOTH SUBJECT TO A RIGHT–OF–WAY AND TOGETHER WITH A RIGHT–OF–WAY AS SET OUT IN REGISTERED INSTRUMENTS NR390532 AND NR539265

LEGEND

– AREA OF LOT 20 = 632.7 SQUARE METRES
– DWELLING AREA (INCLUDING EX. ATTACHED DECK) = 113.2 SQUARE METRES
DWELLING LOT COVERAGE = 17.9 %
– DWELLING AREA (INCLUDING PROPOSED DECK) = 94.5 SQUARE METRES
DWELLING LOT COVERAGE = 14.94 %
– EX. DECK AREA (NOT ATTACHED TO DWELLING) = 11.5 SQUARE METRES
EX. DECK LOT COVERAGE = 1.8 %

– DENOTES DECIDUOUS TREE
– DENOTES HYDRO POLE
– (NTS) DENOTES NOT TO SCALE

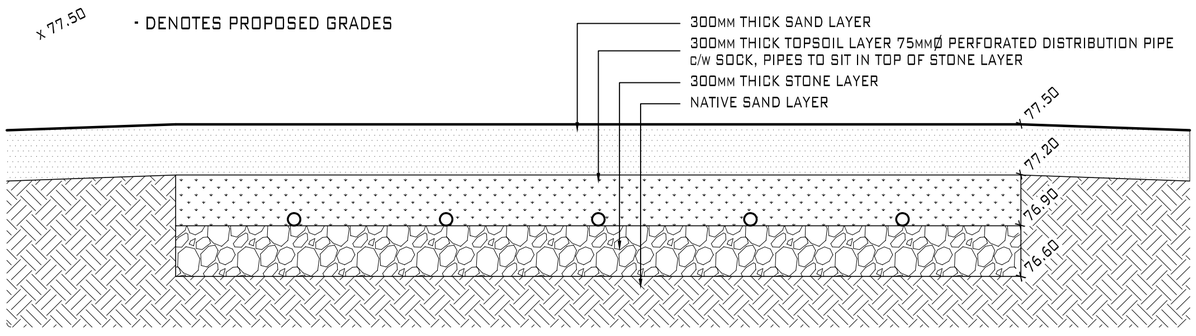
ACTUAL NORTH



SEWAGE SYSTEM DETAILS: WATERLOO BIOFILTER MODEL 16 FLATBED CLASS 1 SEWAGE SYSTEM

EXISTING COTTAGE AREA - 74.4M2, 3 BEDROOMS, 8.5 FIXTURE UNITS
SEWAGE FLOW = 1600L/DAY
SEPTIC TANK SIZE REQUIRED = 3600L - EXISTING TANK SIZE = 3600L
LABORATORY REPORTED T-TIME - 7MIN/CM

– – – – - DENOTES 100MMØ GRAVITY FED PIPE
– – – – - DENOTES 50MMØ FORCEMAIN
X 77.50 - DENOTES PROPOSED GRADES



LONGITUDINAL SECTION THROUGH SYSTEM

KIM HUSTED SURVEYING LTD.
ONTARIO LAND SURVEYOR
30 HARVEY STREET, TILLSONBURG, ONTARIO, N4G 3J8
PHONE: 519–842–3638 FAX: 519–842–3639

PROJECT: 22–18349TOPO | LESLEY READINGS, 19 WOODSTOCK AVENUE, LONG POINT | REF: FILE | DWG. WLP | CKD. K.H.

NO:	REVISION:	BY:	DATE:
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SEPTIC SYSTEM DESIGN

19 WOODSTOCK AVE.
LONG POINT, ONTARIO

POST-DEVELOPMENT PLAN

SCALE:	1:100
DATE:	JUNE 6, 2023
DRAWING BY:	T. SPRAGUE
DESIGNED BY:	L. GIRARD
CHECKED BY:	L. GIRARD
PROJECT NO:	23-068

DRAWING NO: 101

Lesley Readings – Homeowner

Inspection Property: 19 Woodstock Ave, Long Point, ON

Environmental Health Inspection – Wastewater Treatment System (WTS) Evaluation:

- As per the Operation and Maintenance Section 8.9 of the Ontario Building Code and Guide for Sewage Systems (OBC).

Project Overview	
Client	*Lesley Readings – Homeowner*
Property address	*19 Woodstock Ave, Long Point, ON*
Property description	*Single family residential dwelling*
Reason for evaluation	*Capacity Assessment & WTS Component Locate*
Intent of evaluation	*To determine if the WTS is being operated and maintained in substantial compliance with the relevant sections of the Ontario Building Code*
Scope of visual assessment	*Exterior WTS components, indoor plumbing fixture connections*

Statement of Understanding:

- *The evaluation included efforts to determine the locations or probable locations of the WTS components, and to provide recommendations for appropriate WTS operation, maintenance, upgrades or repairs that will promote the ongoing functionality and performance of the system.*
- *The evaluation did include hand shovel excavation into a representative test pit exposing the aggregate, pipe material and soil moisture conditions there, but did not include comprehensive excavation of the leaching field for determination of the exact location and construction of all buried components, or complete assessment or verification of all subsurface soil conditions such as 'bio-mat' development beyond the representative test pit.*
- *Due to the impacts of future occupant usage on the functioning of any WTS, ESSE cannot assess how long any WTS will function before failing.*
- *Proper use and maintenance of the system including accessing, inspecting and measuring the accumulated solids in the septic tank at 2-3 year intervals and respecting the limits of the system for peak loading capacity, will assist in maintaining the functional capabilities of the system.*
- *Pump outs of the system should be performed when measurements of the solids in the septic tank determine at least 30% of the volume is occupied by sludge and scum.*
- *All of the components of the WTS appear to be contained within the approximated property boundaries, although a review of a current survey for the property was not completed, and the exact location of leaching field components was not confirmed.*
- *If in the future the WTS should malfunction for any reason, the owner of the property would be required to repair or replace the system to meet the current requirements of the Ontario Building Code Act.*

House Profile

WTS Condition Assessment Quick Reference Chart				
Parameter	Deficient	Functional	Good	N/A
Septic Tank Accessibility | Lids | Risers		✓		
Condition of Septic Tank		✓		
Septic Tank Capacity	X	Undersized for proposed configuration of home		
Septic Tank Clearance Distances	X	Does not meet minimum separation distances		
Condition of Inlet Baffle	X	Missing		
Condition of Discharge Baffle		✓		
Pump Chamber Construction		✓		
Leaching Field Condition		✓		
Leaching Field Clearance Distances	X	Does not meet minimum separation distances		
Landscape Setbacks	X	Does not meet minimum separation distances		

The contemporary daily design flow for the home is 1600 L/day based on a 3-bedroom dwelling with 74.4 m^2 of above grade floor space and 8.5 fixture units. Section 8.2.2.3 (a) of the OBC states that in a residential occupancy, the minimum working capacity of a septic tank should be the greater of 3600 L or twice the daily design sewage flow for the dwelling to provide appropriate retention time for the settling and separation of solids and liquids (i.e. 3600 L compared to 3600 L installed).

DESIGN FLOW CALCULATIONS & SOIL ANALYSIS

EXISTING DESIGN FLOW			
Fixture Type	Fixture Unit Value	Total Fixtures	Total Fixture Unit Count
Bathroom Group	6	1	6
Sink	1.5	1	1.5
Dishwasher	1	1	1
Clothes Washer	1.5	0	0

Total Fixture Units	8.5

Daily Design (3 Bedrooms)	**1600**
Additional Fixtures (none over 20)	**0**
Living Space | Above Ground | 74.4m²	**0**
Total Daily Design Flow (Q)	**1600**
Minimum Working Capacity | Tank Size (L)	**3600**

PROPOSED DESIGN FLOW			
Fixture Type	Fixture Unit Value	Total Fixtures	Total Fixture Unit Count
Bathroom Group	6	2	12
Sink	1.5	1	1.5
Dishwasher	1	1	1
Clothes Washer	1.5	1	1.5

Total Fixture Units	16

Daily Design (4 Bedrooms)	2000
Additional Fixtures (none over 20)	**0**
Living Space | Above Ground | 148.8m²	0
Total Daily Design Flow (Q)	2000
Minimum Working Capacity | Tank Size (L)	4000

SOIL ANALYSIS	
Laboratory Reported T-Time	T = 7 min/cm

SOIL CLASSIFICATION			
Gravel: 0%	Sand: 99%	Silt: 1%	Clay: 0%

ANALYSIS

The existing septic tank is adequately sized for the existing configuration of the home, however is undersized for the proposed configuration of the home. In order to accommodate the proposed addition of square footage and fixture units, the use of advanced wastewater treatment and dispersal options will need to be implemented.

Although a number of options are available, ESSE recommends the design and use of either the Waterloo Biofilter Flatbed system, or the Infiltrator ATL system. In either circumstance, septic tank capacity will need to be a minimum of 4000L, and come equipped with a pump chamber.

Additional details in the following section.

IMPLICATIONS & PROPOSED CAPACITY CALCULATIONS

A sample of the soil adjacent to the leaching field was collected and found to have a t-time of 7 (T = 7), which is typical of the soils in the given region.

As preciously identified, by today's design flow calculations the existing system is undersized for the home's proposed configuration. In consideration of the proposed addition and related additional fixture units, the septic system requires a minimum of an additional 400L in daily design flow, 400L in working capacity (tank size). This may be achieved through a number of different strategies which allow for component replacement and addition, while still preserving the landscaping and features of the property.

To accommodate the additional capacity requirements, two capacity adjustments to the system's configuration will need to occur:

1) **Septic Tank Capacity & Treatment Improvement:**
In order to provide the appropriate septic tank capacity, retention, and settling time, an advanced (tertiary) treatment unit installed in series to the new septic tank will be required. As demonstrated in the 'Proposed Design Flow' calculation table, an additional 400L in daily design flow, and a minimum of 400L in working capacity (tank size) are needed. This can be achieved by installing a new septic tank, with a recommendation of 4500L in size.

   Secondary to the installation of tertiary treatment, the installation of a pump tank (or pump chamber), which would time dosed to the absorption field, will also be needed in order to accommodate the conveyance of the treated effluent.

2) **Absorption Field Capacity Improvement:**
Using the t-time of 7, we would be able to accommodate the addition, and preserve the landscaping of the property, by installing an advanced dispersal option. Our calculations shown below demonstrate the total area needed to accommodate the advanced dispersal field area needed:

$$A = \frac{Q \circ T}{400} = \frac{2000 \circ 7}{400} = 35m^2$$

Given the existing footprint of the property, careful consideration will need to be given to the accommodation of setback and separation distances required by the Ontario Building Code (OBC). Although a number of options are available, ESSE recommends the design and use of either the Waterloo Biofilter Flatbed system, or the Infiltrator ATL system. Their configurations are outlined below:

Proposed Infiltrator ATL System Configuration

Septic Tank → Pump Chamber → Dispersal to 35m² Infiltrator ATL Dispersal Bed

Proposed Waterloo-Biofilter System Configuration

Septic Tank → Pump Chamber → Dispersal to 35m² Area bed below Flatbed

GENERAL INSPECTION FINDINGS & SUMMARY

1. **The WTS is a Class 4 system consisting of a septic tank, distribution box and leaching field located in the side yard;**
   - *The concrete, single-compartment septic tank is ±3600 L in volume*
   - *The leaching field is constructed of corrugated 'Big-O' pipe in subsurface gravel absorption trenches, occupying an estimated area of 2 m by 10 m.*

2. **The system components were reported to be original to the construction of the house and are approximated to be over 40 years in age;**
   - *With regular use and maintenance, the typical effective lifespan of the leaching field soil is 35 to 45 years due to accumulating organic and biological material in the soil matrix*
   - *Therefore, the existing leaching field is at or closely approaching the end of a typical life expectancy.*

3. **Based on measurements of accumulated solids in the septic tank (±35% by volume), a pump out of the tank is not presently required (±$400);**
   - *It is unknown when the system was last pumped;*
   - *A pump out of the septic tank is typically conducted when the solids accumulation inside of the septic tank reaches one third of the working capacity of the tank, or 33% by volume;*
   - *Ensure that the system is filled with clean water following the pump-out.*

4. **The WTS was found to not be in substantial compliance with Section 8.9 of the OBC;**
   - *The septic tank is under-sized for the proposed configuration of the home;*
   - *Inspection of the leaching field determined that leaching field distribution laterals are clogged with bio-mat and sand, limiting the system's ability to treat and disperse effluent. It has been determined that the leaching field has failed and requires complete replacement;*

5. **As the existing components will be nearing the end of the expected lifespan of a standard system, emphasis should be placed on repair, maintenance, upgrades, and remediation tasks that may provide renewed value and extended functionality of the existing system, even in the event the proposed addition does not occur;**
   - *When planning for long-term onsite wastewater treatment and disposal it is important to note that full WTS replacement typically costs $25,000 to $35,000;*

6. **In the event the proposed addition does occur, based on the age (40+ years), design and construction of the existing system components in their current configuration, it is the opinion of ESSE that the system will require complete replacement (Approx. $35,000-$45,500) in order to provide the property with safe, reliable means of wastewater treatment and dispersal.**

Required Work to Accommodate Addition

- **In order to provide the home's addition and property with a reliable, long term means of wastewater treatment and dispersal, complete WTS replacement should be anticipated/is required (Approx. $35,000 to $45,000).**

Recommendations for No Addition

- **To improve septic tank access for inspection and maintenance, consider installing sealed risers to grade level over both the inlet and discharge access lids (±$1100);**
- **Following riser installation, upgrade the outlet baffle with an effluent filter assembly, to more comprehensively prevent suspended solids from entering the leaching field (±$200 for materials);**
    - ***Effluent filter cartridges require a rinse cleaning 1-2 times per year to maintain system flow rates (this service is offered by ESSE);***
    - ***The filter may reduce organic loading to the field by up to 50%, providing a cost-effective method of improving field longevity.***
- **A septic tank pump-out is recommended in order to remove accumulated sludge and scum (±$400);**
- **Given the age of the system, consider the benefits of using an engineered biological augmentation process (e.g. Biologic SR2 or equivalent) for improving bacterial digestion of waste in the septic tank and leaching field as a valuable but low-cost ongoing maintenance procedure for this system ($90 per year);**
- **To help restore some of the functional capacity of the leaching field, dose the field with a remediation formula made up of bacteria and enzymes specially designed to help break down & digest organic matter and sludge within the distribution system (±$75 per 6 oz. dose);**
- **Strong consideration should be given to the installation of a high-level alarm or alerting device in the septic tank, to help prevent sewage backups and other unwanted damages (±$400)**
    - ***The alarm unit (e.g. Sewage Alert or equivalent) helps prevent sewage back-ups by triggering an audible and visual alarm if high levels are reached in the septic tank, providing a warning that the septic system's ability to receive wastewater is compromised, and requires attention.***

Design Considerations for New WTS/Septic Tank/Leaching Field

- The new septic tank should have a minimum volume of twice the daily design flow of the future configuration of the home and come equipped with sealed risers to grade over the inlet and discharge access ports to provide easy access for solids measurement, inspection, and pump outs;

- The new system configuration will require a pump chamber in order to effectively and safely convey the system's effluent;

- The tank should also come equipped with PVC 'TY' baffles on the inlet and discharge pipes entering and exiting the tank. The discharge baffle should be fitted with an effluent filter which functions as an additional measure to help prevent solids from entering the leaching field;
    - *Note that the effluent filter requires routine cleaning to prevent potential restrictions of flow and back up into the home as the filter clogs with solids;*
    - *Cleaning is easily accomplished by removing the filter from the baffle housing, rinsing off solids back into the inlet compartment of the tank and reinstalling it inside the housing;*
    - *Recommended frequency of cleaning is 1-2 times per year, dependent on usage;*

- Based on the available area on the property, an advanced dispersal treatment solution will be needed. Options to consider:
    - Waterloo Biofilter Flat Beds are constructed of lightweight shells containing patented Biofilter filter media. Flat Bed treatment units are modular. Wastewater is dosed to the Flat Beds via a small pump chamber with an electric pump. Treated effluent gravity-drains out the bottom of the Flat Beds and flows directly into a disposal bed beneath. Flat Beds are installed flush to grade and landscaped into the property with the supplied mulch or other porous covering. No distribution piping is required in the disposal bed resulting in a smaller system footprint and faster installation. With their low profile, Flat Beds can be installed in areas of high groundwater or bedrock without destroying the aesthetics of the property. Flat Beds operate in a single-pass mode. The only moving part is a single high-quality, energy efficient 1/2 horsepower effluent pump that operates intermittently throughout the day.
    - The Infiltrator ATL (Advanced Treatment Leaching Field) is a passive advanced leaching field treatment system designed as an environmentally friendly alternative to traditional stone and pipe drain-fields. The ATL system is a sand-lined treatment and dispersal leaching field system consisting of 6 simple components. The Infiltrator ATL is a proprietary system consisting of six components. Upon entering the Infiltrator ATL, septic tank effluent progresses through each of the 6 individual treatment components as follows. Upon exiting the specified system sand, the treated effluent is dispersed in the native soil.

- It is strongly advised that the client consult with a registered septic designer or professional engineer to evaluate the property to determine the most suitable options to install a new system which would meet all current OBC requirements. ESSE is happy to assist in this process;
    - Note that in respect to the new system's design, the installation of a sand filter bed dispersal may also be considered given the ideal native soil conditions. However, the property's challenging configuration for setback distances may not meet local requirements and design provisions.

- Note that the installation of an advanced or tertiary treatment system does reduce the land footprint required to accommodate the construction of a new absorption field;
    - *The installation of an advanced treatment unit in this manner would help extend the lifespan of the new leaching field indefinitely, and preserve the property's landscaping and vegetation;*
    - *A tertiary unit produces a higher quality of effluent to discharge back into the environment and therefore requires a smaller dispersal area;*
    - *Note that tertiary treatment systems do require annual maintenance at an additional expense of approximately $250-$500/year ongoing as per the OBC.*

· 416 Elgin Street, PO Box35, Brantford, ON N3S 7P6 · T: 866-356-3773 · F: 519-751-3224 · www.essecanada.com ·

Wastewater Treatment System Photos

1. Septic tank location

2. Septic tank location – access below wooden cover

3. Septic tank access

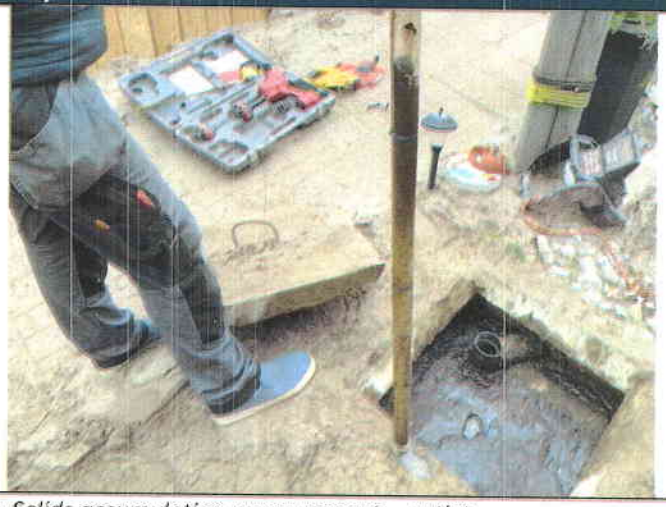
4. Pump (siphon) chamber location

5. Septic tank and pump chamber configuration

6. Septic tank and pump chamber configuration

Wastewater Treatment System Photos

7. Solids accumulation measurement – inlet



8. Solids accumulation measurement – outlet

9. Solids accumulation measurement – pump chamber

10. Interior condition of tank

11. Septic tank inlet

12. Septic tank inlet – detail

Wastewater Treatment System Photos

13. Septic tank outlet

14. Septic tank outlet – baffle detail

15. Pump chamber – with sewer line inspection camera

16. Pump chamber – interior

17. Pump chamber – interior

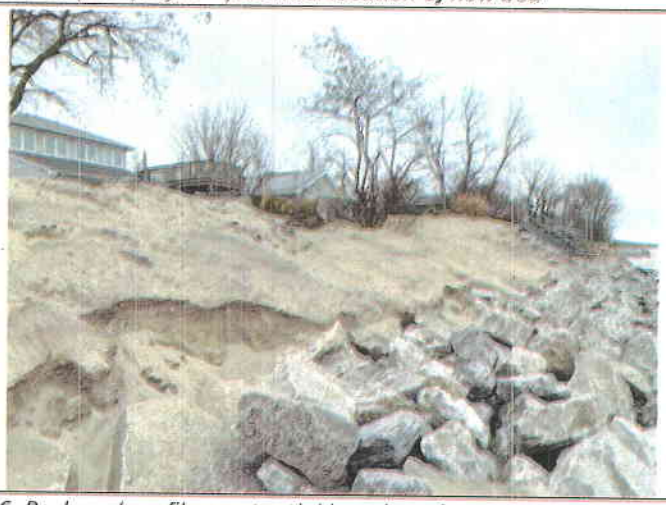
18. Pump chamber – corrugated 'Big-O'

Wastewater Treatment System Photos

13. Backyard profile – potential location of new bed

14. Backyard profile – potential location of new bed

15. Backyard profile – potential location of new bed



16. Backyard profile – potential location of new bed

17. Distribution lateral pipe material

18. Distribution lateral pipe material

SITE DIAGRAM – Existing

Note: all dimensions and locations approximate

POTENTIAL SITE DIAGRAM #1– Waterloo Biofilter Flatbed

Note: all dimensions and locations approximate

35 m²

POTENTIAL SITE DIAGRAM #2 – Infiltrator ATL System

Note: all dimensions and locations approximate

For more information regarding on-site septic system operations and maintenance as well as a comprehensive list of qualified industry professionals, please visit the Ontario Onsite Wastewater Association Website at www.oowa.org

ESSE trusts that this is the information that you require. Please contact the undersigned with any questions related to this report or for further information and support regarding operating, maintaining or upgrading the WTS.

Inspected & Reviewed by:

Rick Esselment,
BSc., BASc., DOHS, CPHI(c)
Certified Public Health Inspector #4490
Certified Sewage Disposal System Inspector/Installer BCIN #15244

Prepared by: Jane Zima – ESSE Canada, Project Manager
Prepared by: Deanna Simpson – ESSE Canada, Project Manager

Limitations and Warranty:

This report is for the exclusive use of the client, and their agents, and is neither an endorsement nor condemnation of the subject property.

The findings and conclusions documented in this report have been prepared for specific application to this project and have been developed in a manner consistent with the level of care and skills normally exercised by qualified professionals currently practicing in this area of environmental assessment and are in accordance with the outline of work required for this project. No other warranty, expressed or implied is made.

The findings contained in this report are based upon conditions as they were observed at the time of investigation. No assurance is made regarding changes in conditions subsequent to the time of investigation. No assurances can be made about latent defects or deficiencies with system construction or function that was not reasonably identifiable using currently accepted protocols for inspection and investigation.

No assurance is made regarding the accuracy of this information. Site research performed herein relies on information and reports supplied by others. No attempt has been made to independently verify the accuracy of any such information, unless specifically noted in our report.

MAP A

ANPL2023357

CONTEXT MAP

Geographic Township of SOUTH WALSINGHAM

Legend

Subject Lands

2020 Air Photo

12/19/2023

N

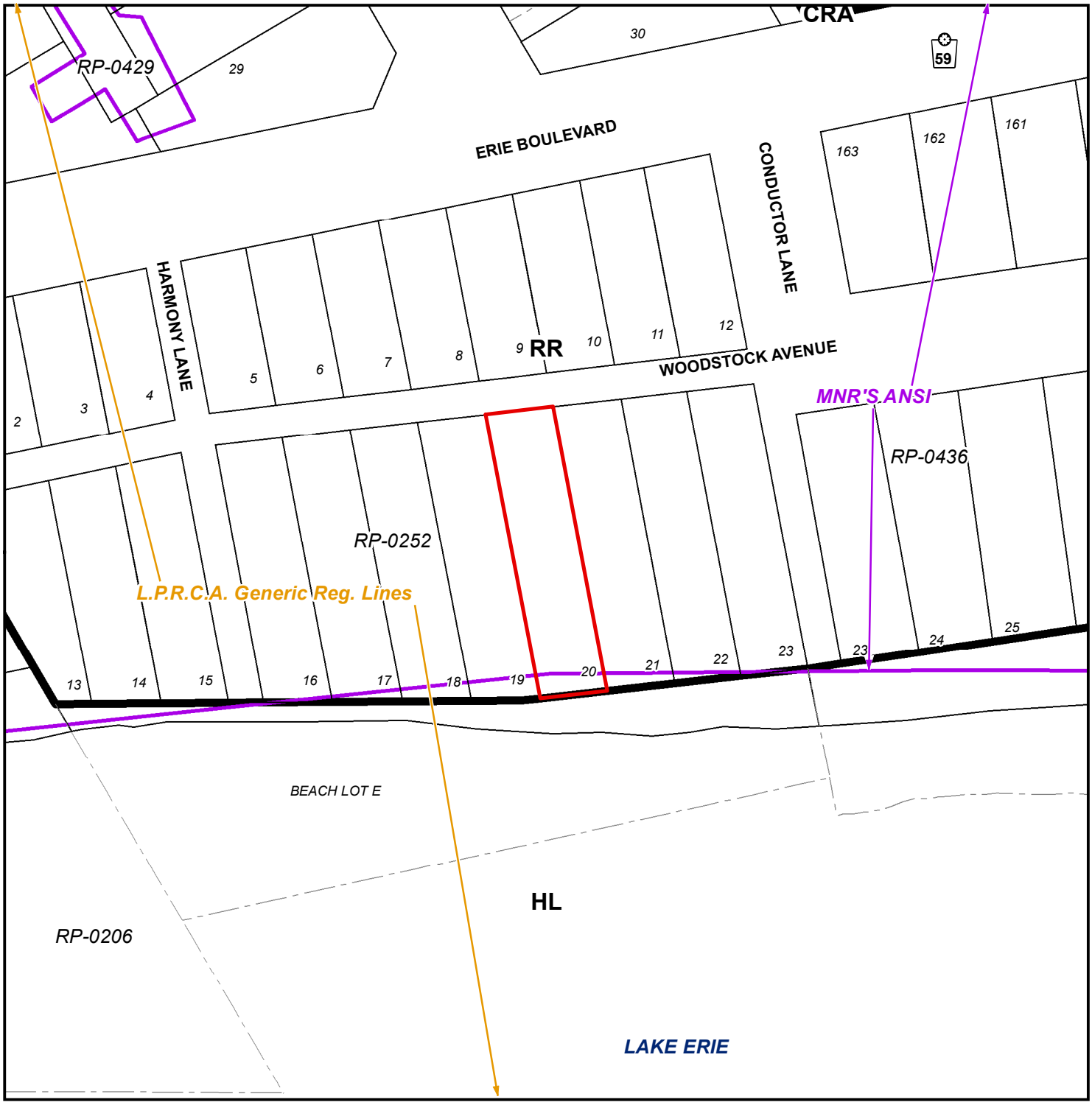
10 5 0 10 20 30 40 Meters

MAP B

ANPL2023357

ZONING BY-LAW MAP

Geographic Township of SOUTH WALSINGHAM



ZONING BY-LAW 1-Z-2014

12/19/2023

LEGEND

- Subject Lands
- MNR ANSI
- LPRCA Generic RegLines

(H) - Holding

CRA - Resort Area Commercial Zone

HL - Hazard Land Zone

RR - Resort Residential Zone

N

8 4 0 8 16 24 32 Meters

MAP C

ANPL2023357

CONCEPTUAL PLAN

Geographic Township of SOUTH WALSINGHAM

Legend

Subject Lands

12/19/2023

N

4 2 0 4 8 12 16 Meters

LOCATION OF LANDS AFFECTED

ANPL2023357

CONCEPTUAL PLAN

Geographic Township of SOUTH WALSINGHAM

Legend

Subject Lands

12/19/2023

N

4 2 0 4 8 12 16 Meters