

Committee of Adjustment Application to Planning Department

Complete Application

A complete Committee of Adjustment application consists of the following:

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

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

Please review all of the important information summarised below.

Before your Application is Submitted

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



After Your Application is Submitted

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

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

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

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

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

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

Notification Sign Requirements

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

Contact Us

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



For Office Use Only: File Number Related File Number Pre-consultation Meeting Application Submitted Complete Application	Application Fee Conservation Authority Fee Well & Septic Info Provided Planner Public Notice Sign			
Check the type of plan	ning application(s) you are submitting.			
	Boundary Adjustment ng Severance and Zoning By-law Amendment Vay			
Property Assessment F	Roll Number: 50275-0366			
A. Applicant Information	on			
Name of Owner	Jesse Vicano			
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	440 Angling Road			
Town and Postal Code	Boston / Waterford, Ontario N0E 1Y0			
Phone Number	514 802 2958			
Cell Number	N/A			
Email	vicanojesse@hotmail.com			
Name of Applicant	Same as Owner			
Address				
Town and Postal Code				
Phone Number				
Cell Number				
Email				



Name of Agent	J H Cohoon Engineering Limited		
Address	440 Hardy Rd, Unit 1		
Town and Postal Code	Brantford, Ontario	N3T 5L8	
Phone Number	519 753 2656		
Cell Number			
Email	rphillips@cohooneng.com		
	notices in respect of	s should be sent. Unless otherwise directed, of this application will be forwarded to the	
☑ Owner	Agent	☐ Applicant	
Names and addresses of any holder of any mortgagees, charges or other encumbrances on the subject lands: N/A			
 B. Location, Legal Description and Property Information 1. Legal Description (include Geographic Township, Concession Number, Lot Number Block Number and Urban Area or Hamlet): 			
Lot 2, Plan 37M74 (Pin attached)			
Municipal Civic Addre	ss: 440 Angling F	Road	
Present Official Plan [Designation(s): 💆	Residential and Agricultural	
Present Zoning:R	H - Rural Hamlit an	d Agriculture (AGR)	
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 sul Simgle Family hom	piect lands: le recently construct	ted complete with an accessory building structue	
			



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 site Plan
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. The proposed addition to the existing accessory building is for additional storage for the owner
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: The proposal is to construct a 83.58 sq.m. addition to the existing 199.72 sq.m. accessory building
7.	Are any existing buildings on the subject lands designated under the <i>Ontario</i> 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: Approximately 2 years (or less)
9.	Existing use of abutting properties: Residential
10.	Are there any easements or restrictive covenants affecting the subject lands? ☑ Yes ☐ No If yes, describe the easement or restrictive covenant and its effect: Norfolk Power Distribution Inc no effect or impact



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	N/A Existing L	ot			
Lot depth	N/A Existing L	ot			
Lot width	N/A Existing Lo	t			
Lot area	N/A Existing L	ot			
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 expla By-law:	in why it is not possible to comply with the provision(s) of the Zoning			
	ated that he size of the accessory structure would be determined from the agricultural provision of the agricultural provision			
Concentica	/erance/Boundary Adjustment: Description of land intended to be			
severed in m				
Frontage:	N/A			
Depth:				
Width:				
Lot Area:				
Present Use:				
Proposed Us	e:			
Proposed fina	al lot size (if boundary adjustment):			
	adjustment, identify the assessment roll number and property owner of			
the lands to which the parcel will be added:				
the lands to v	mion the pareer will be added			
•				
Description o	f land intended to be retained in metric units:			
Frontage:	N/A			
Depth:				
Width:				
Lot Area:				
Present Use:				
Proposed Use				
•	retained land:			
Dullulings off i	Ctallica land.			
units:	ght-of-Way: Description of proposed right-of-way/easement in metric			
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
Ov	ners Name:
Ro	l Number:
То	al Acreage:
W	rkable Acreage:
Ex	sting Farm Type: (for example: corn, orchard, livestock)
Dν	elling Present?: Yes No If yes, year dwelling built
Da	e of Land Purchase:
Ov	ners Name:
Ro	Number:
To	al Acreage:
Wc	rkable Acreage:
Ex	sting Farm Type: (for example: corn, orchard, livestock)
Dw	elling Present?: Yes No If yes, year dwelling built
Da	e of Land Purchase:
Ow	ners Name:
Ro	Number:
	al Acreage:
	rkable Acreage:
	sting Farm Type: (for example: corn, orchard, livestock)
Dw	elling Present?: Yes No If yes, year dwelling built
Da	e 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
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: Personal 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? \square Yes \square No
E.	All Applications: Provincial Policy
1.	Is the requested amendment consistent with the provincial policy statements issued under subsection 3(1) of the <i>Planning Act, R.S.O. 1990, c. P. 13</i> ? ☑ 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:
	The plan / lot is within a plan of subdivision
3.	Have the subject lands been screened to ensure that development or site alteration will not have any impact on source water protection? \square Yes \bowtie No
	If no, please explain:
	The lot is within a plan of subdivision (primarily residential) and source water protection was not identified as a potential issues
	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.



1.	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



Г.	All Applications: Servicing and Access	Type text here	
1.	Indicate what services are available or proposed:	*,	
	Water Supply		
	☐ Municipal piped water	☐ Communal wells	
	☑ Individual wells	☐ Other (describe below)	
	Sewage Treatment		
	☐ Municipal sewers	☐ Communal system	
	☑ Septic tank and tile bed in good working order	☐ Other (describe below)	
		•	
	Storm Drainage		
	☐ Storm sewers	☑ Open ditches	
	☐ Other (describe below)		
			
2.	Existing or proposed access to subject lands:		
	☑ Municipal road	☐ Provincial highway	
	☐ Unopened road	☐ Other (describe below)	
	Name of road/street:		
Ang	ling Road		
G.	All Applications: Other Information		
1.	Does the application involve a local business? ☐ Yes ☑ No		
	If yes, how many people are employed on the subj	ect lands?	
2.	Is there any other information that you think may be	e useful in the review of this	
į	application? If so, explain below or attach on a sep	parate page.	



H. Supporting Material to be submitted by Applicant

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

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

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

On-Site Sewage Disposal System Evaluation Form (to verify location and condition)

Environmental Impact Study

Geotechnical Study / Hydrogeological Review

Minimum Distance Separation Schedule

Record of Site Condition

Your development approval might also be dependent on Ministry of Environment Conservation and Parks, Ministry of Transportation or other relevant federal or

All final plans must include the owner's signature as well as the engineer's signature and seal.

provincial legislation, municipal by-laws or other agency approvals.



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.

	400 31/24
Owner/Applicant/Agent Signature	Date
J. Owner's Authorization	
If the applicant/agent is not the registered owner application, the owner must complete the author	
I/We_J. Vicalo a	m/are the registered owner(s) of the
lands that is the subject of this application.	3
I/We authorize 1. U. Co Lood ELG LTP	to make this application on
my/our behalf and to provide any of my/our pers	
processing of this application. Moreover, this sh	all be your good and sufficient
authorization for so doing.	_
	husis 31/2+
Owner	Date
Owner	

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



K. Declaration pd. Ulips 1. City of BRAJTEURD of	COUNTY OF BEELS
solemnly declare that:	
all of the above statements and the statements transmitted herewith are true and I make this so believing it to be true and knowing that it is of the under oath and by virtue of The Canada Evident Declared before me at:	lemn declaration conscientiously same force and effect as if made
Thisday of	
A Commissioner, etc.	LINDA ELAINE CLARKSON a Commissioner, etc., Province of Ontario for J.H. Cohoon Engineering Limited. Expires June 17, 2027





REGISTRY
OFFICE #37

50275-0366 (LT)

PAGE 1 OF 1
PREPARED FOR James001
ON 2023/05/01 AT 14:03:34

* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

PROPERTY DESCRIPTION:

LOT 1, PLAN 37M74; SUBJECT TO AN EASEMENT IN GROSS OVER LOT 1 PLAN 37M74 AS IN NK77957; NORFOLK COUNTY

PROPERTY REMARKS:

FOR THE PURPOSE OF THE QUALIFIER THE DATE OF REGISTRATION OF ABSOLUTE TITLE IS 2015/06/10.

ESTATE/QUALIFIER:

RECENTLY:

FEE SIMPLE

LT ABSOLUTE PLUS

SUBDIVISION FROM 50275-0364

PIN CREATION DATE: 2015/09/02

OWNERS' NAMES
VICANO, JESSE ROBERT

<u>CAPACITY</u> <u>SHARE</u> ROWN

REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/ CHKD
** PRINTOUT	INCLUDES ALI	L DOCUMENT TYPES AND	DELETED INSTRUMENTS	S SINCE 2015/09/02 **		
**SUBJECT I	O SUBSECTION	44(1) OF THE LAND T.	ITLES ACT, EXCEPT PA	RAGRAPHS 3 AND 14 AND *		
**	PROVINCIAL SU	JCCESSION DUTIES AND	EXCEPT PARAGRAPH 1.	AND ESCHEATS OR FORFEITURE **		
**	TO THE CROWN	UP TO THE DATE OF R	GISTRATION WITH AN	ABSOLUTE TITLE. **		
NK77957	2015/03/26	TRANSFER EASEMENT	\$2	DUDYCH, JERRY DUDYCH, LUCY SYLVIA	NORFOLK POWER DISTRIBUTION INC.	С
37M74	2015/08/27	PLAN SUBDIVISION				С
NK82161	2015/08/27	NO SUB AGREEMENT		THE CORPORATION OF NORFOLK COUNTY	DUDYCH, LUCY SYLVIA DUDYCH, JERRY	С
NK82164	2015/08/27	CHARGE		*** DELETED AGAINST THIS PROPERTY *** DUDYCH, JERRY DUDYCH, LUCY SYLVIA	CHARTER, DAVID MURDO SZABO, ALICE ANN	
NK94421	2016/11/02	DISCH OF CHARGE		*** COMPLETELY DELETED *** CHARTER, DAVID MURDO SZABO, ALICE ANN		
REMARKS: NK82164.						
NK160722	2023/01/24	APL OF SURV-LAND		*** COMPLETELY DELETED *** DUDYCH, JERRY	DUDYCH, LUCY SYLVIA	
NK160723	2023/01/24 MARKS: PLANNI	TRANSFER NG ACT STATEMENTS.	\$390,040	DUDYCH, LUCY SYLVIA	VICANO, JESSE ROBERT	С



J.H. COHOON ENGINEERING LIMITED

CONSULTING ENGINEERS

September 8, 2024

County of Norfolk Community Planning Services 185 Robinson Street Simcoe, Ontario N3Y 5L6

Attention:

Mr. Mohammed Alam

Supervisor, Development Planning

Re:

Proposed Minor Variance Application

MN 440 Angling Road

Norfolk County

Dear Sir:

On behalf of our client, Mr. J. Vicano please find enclosed the following information regarding our application for a minor variance to the zoning bylaw provisions as it relates to the proposed shop addition to be located within the agricultural zoned portion of the lot (with the single-family home being constructed in the Rural Hamlet residential zoned portion of the site.

Please find enclosed the following information in support of this application.

- 1. One (1) copy of the site plans as prepared by our office relating to this site including the proposed development. (Drawings 15394-1).
- 2. One (1) copy of the "Application for Minor Variance" completed by our office including an authorization letter from the owner.
- 3. A cheque in the amount of \$ 2,743.00 from the developer of this site being the fee relating to the associated Minor Variance application.
- 4. One (1) copy of the site plans as prepared by our office relating to this site including the proposed development. (Drawings 15394-1).
- 5. Electronic Copy of documents included

The proposal is to construct a 83.58 sq.m. addition to the existing 199.72 sq.m. accessory structure to be located within the agriculturally zoned portion of the lot



whereas the county has interpreted the bylaw to read that the provisions within the residential zone are applicable as the proposed shed / accessory building is accessory to the residential (single family home) rather than the agricultural zone. The current Official Plan Designation is Hamlet Residential and Agriculture (within the Norfolk County Official Plan) and is currently zoned Hamlet Residential (RH) and Agriculture (Agr) in the Comprehensive Zoning Bylaw of Norfolk County. The interpretation is a result of the interpretation that the County says is consistent with similar applications / proposal within Norfolk.

With the submission of this information, we would respectfully appreciate your prompt circulation of the application to the various departments.

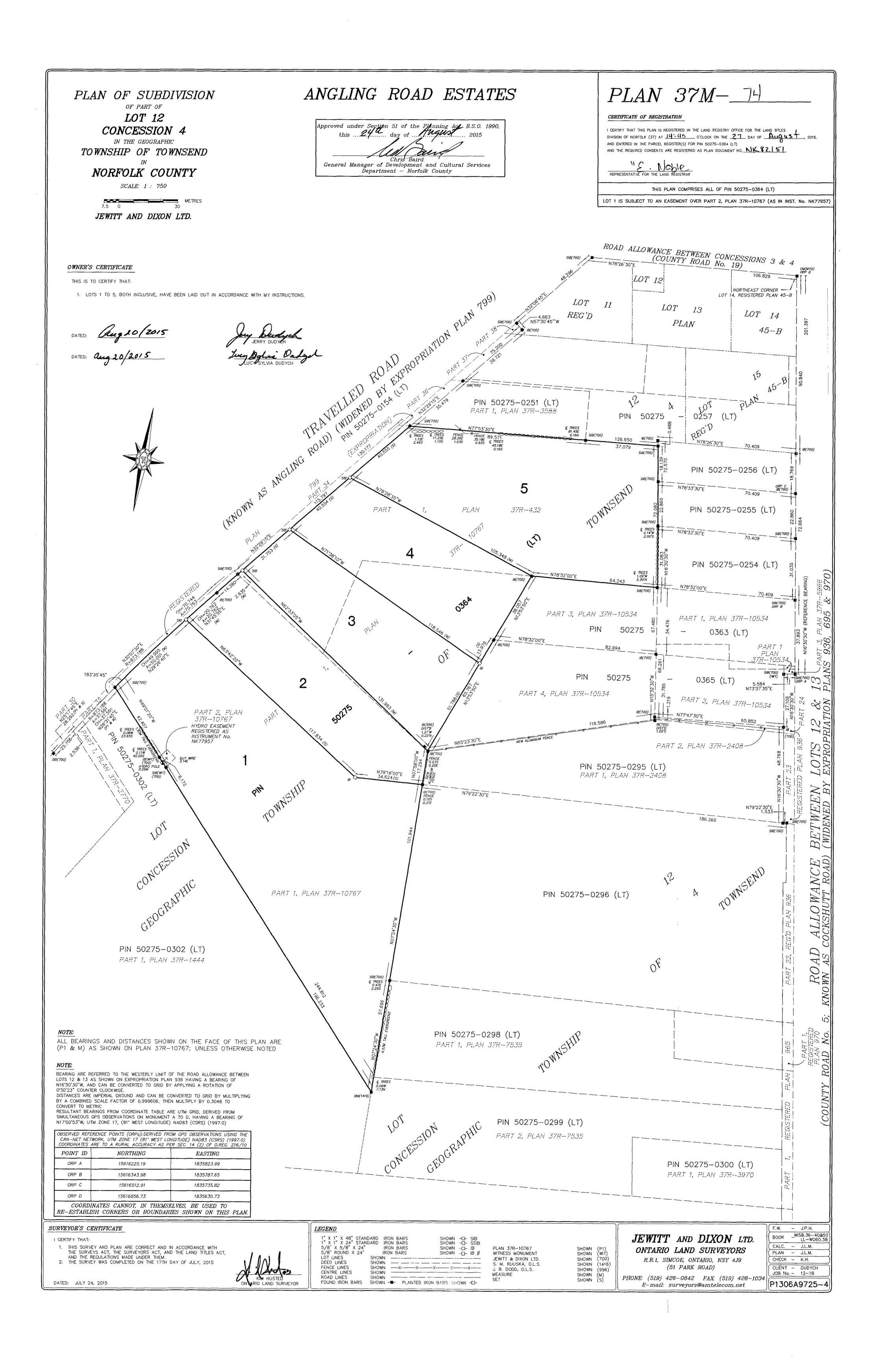
If you require any further details, please do not hesitate to contact this office, at your earliest convenience.

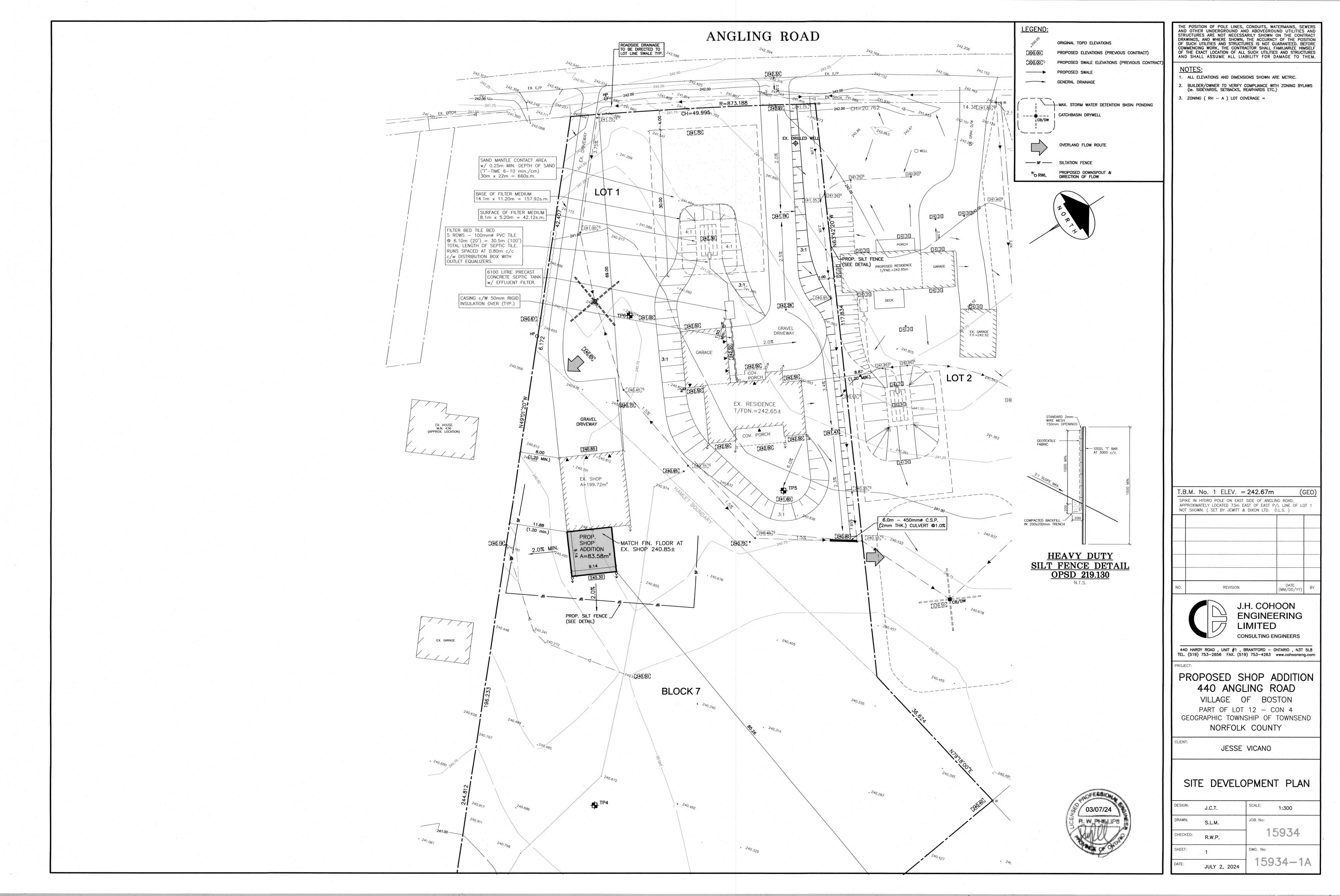
Yours truly,

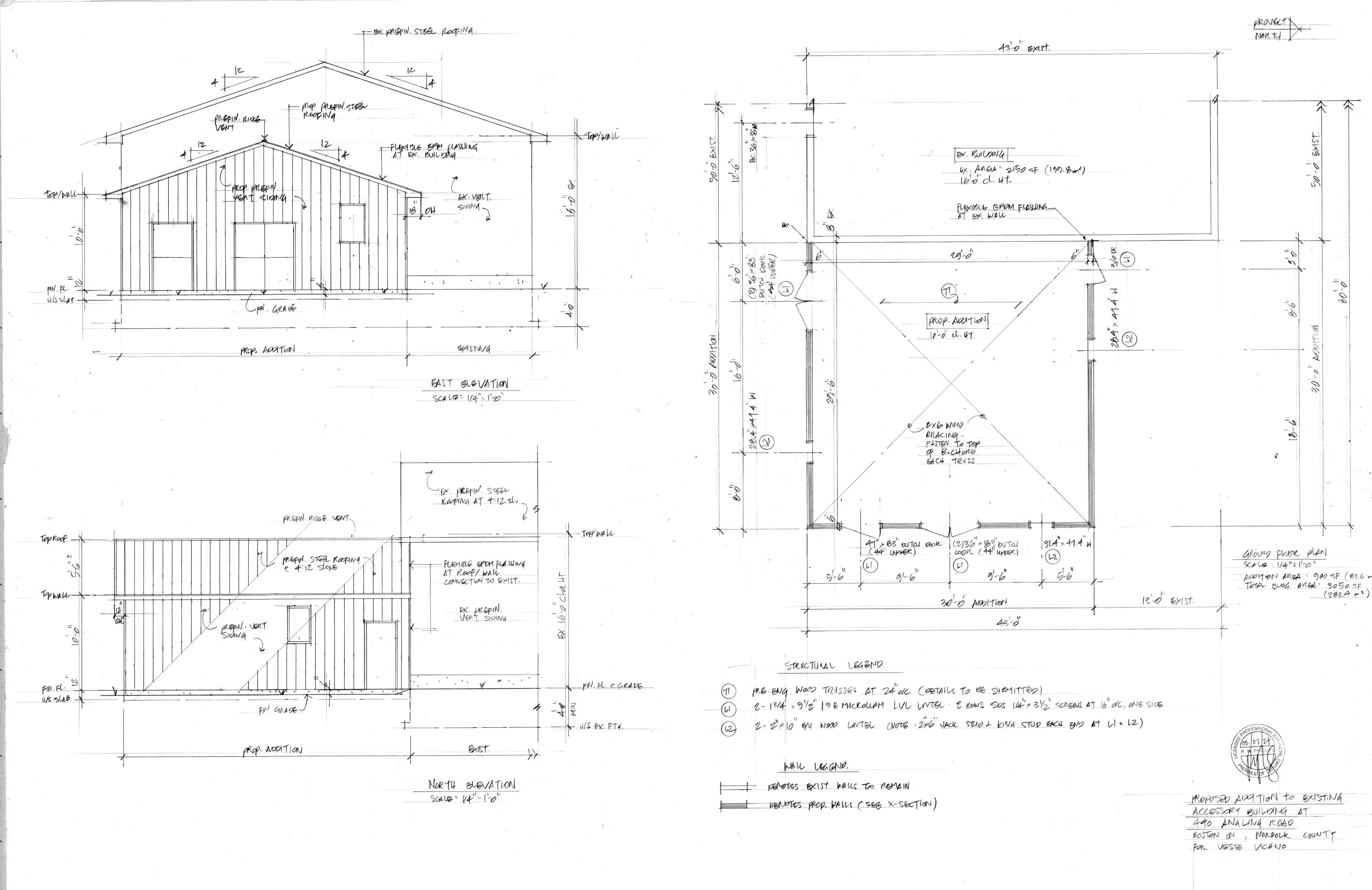
J.H. COHOON ENGINEERING LIMITED

R.W. Phillips, P.Eng

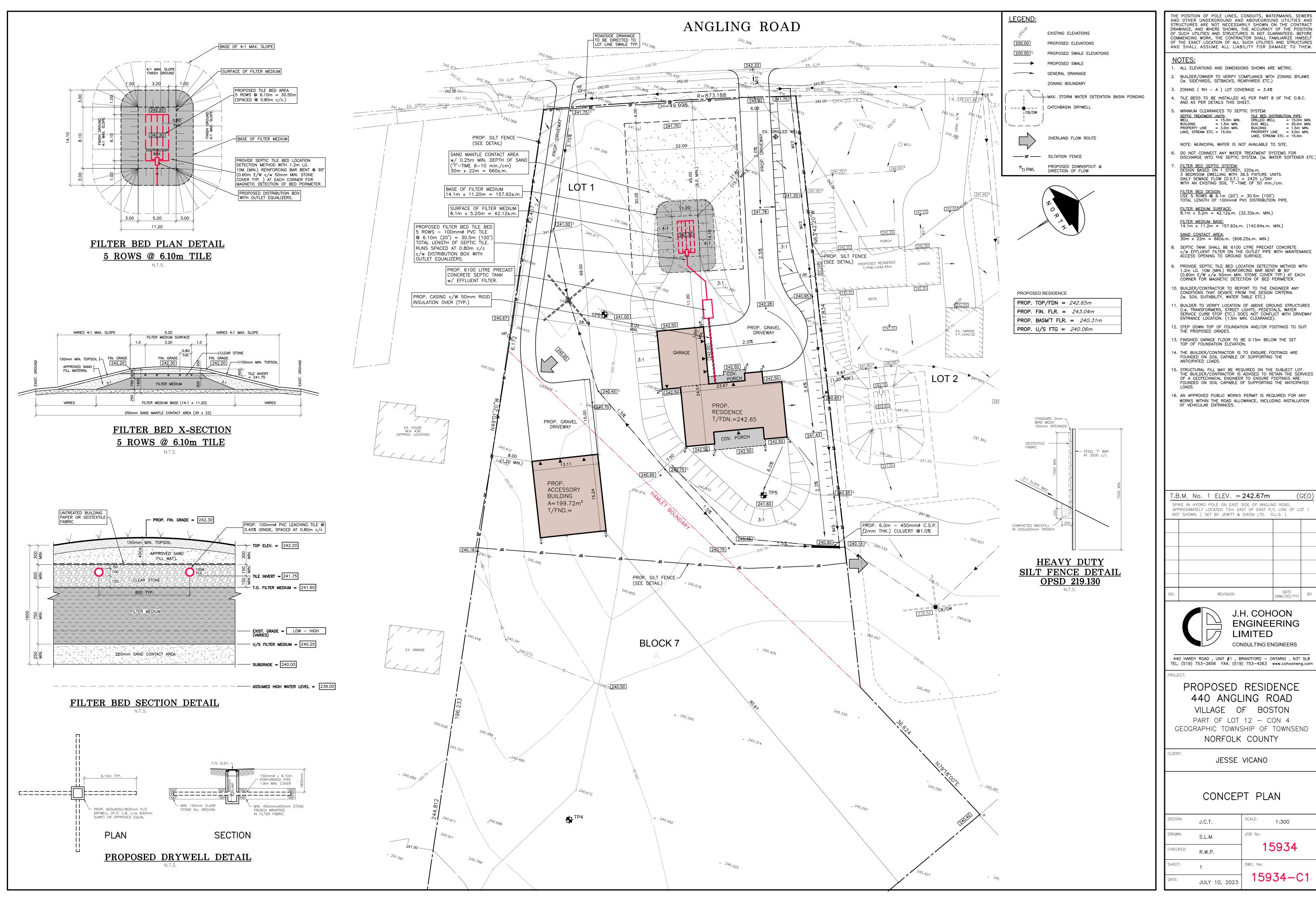
c.c. J. Vicano







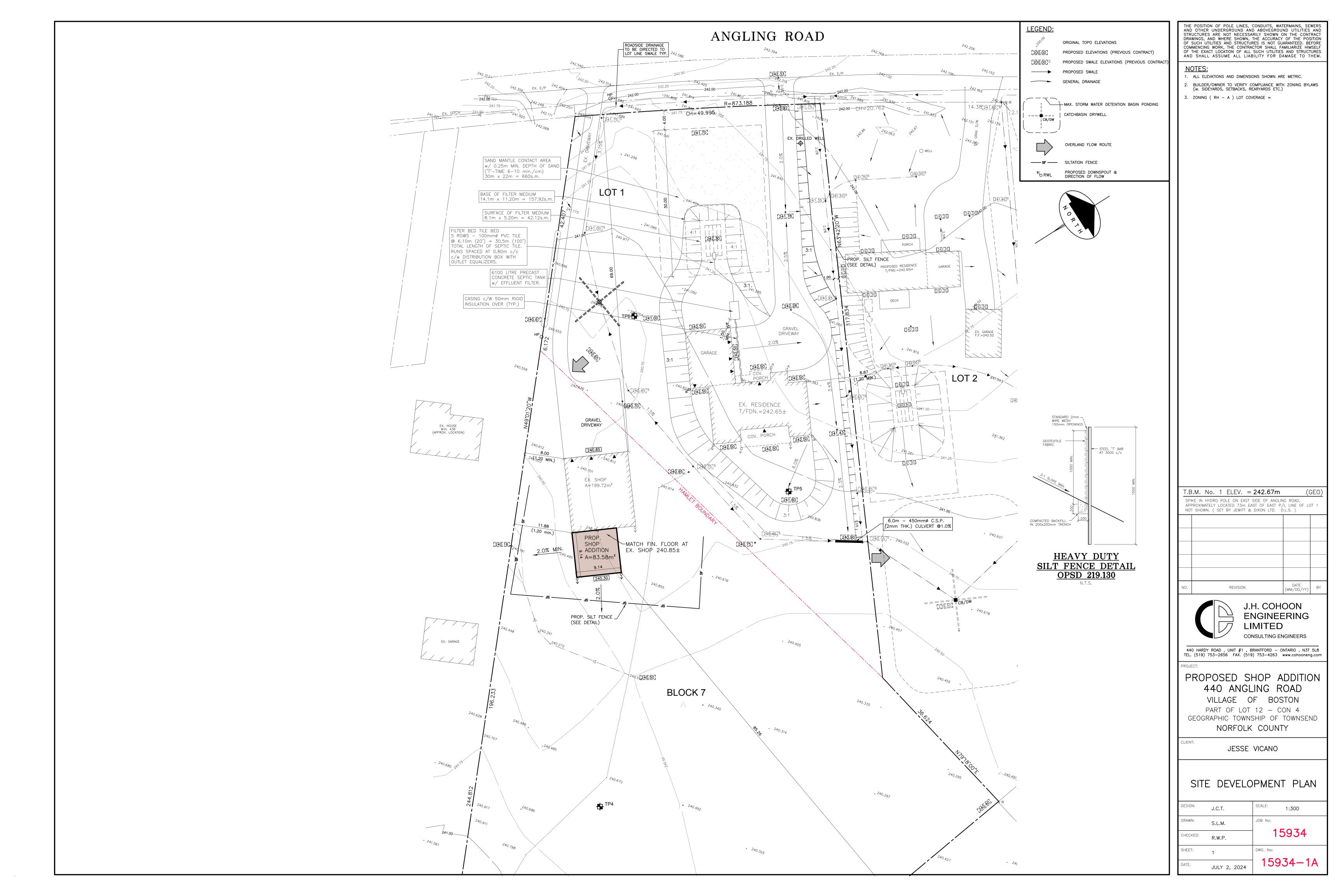
DATE JULY 2/2014 FILE # 15034 54. 1 of 2



STRUCTURES ARE NOT NECESSARILY SHOWN ON THE CONTRACT DRAWINGS, AND WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES AND STRUCTURES IS NOT GUARANTEED. BEFORE COMMENCING WORK, THE CONTRACTOR SHALL FAMILIARIZE HIMSELF OF THE EXACT LOCATION OF ALL SUCH UTILITIES AND STRUCTURES

APPROXIMATELY LOCATED 73m EAST OF EAST P/L LINE OF LOT 1





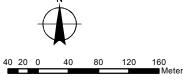
CONTEXT MAP

Geographic Township of TOWNSEND



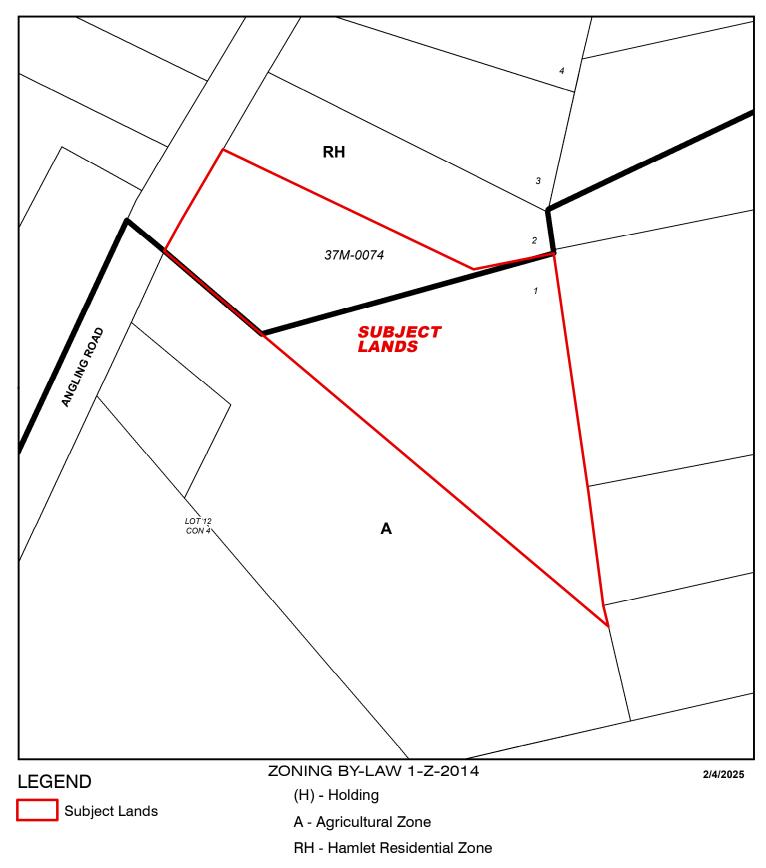
Legend

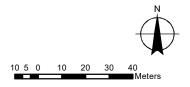




MAP B ZONING BY-LAW MAP

Geographic Township of TOWNSEND

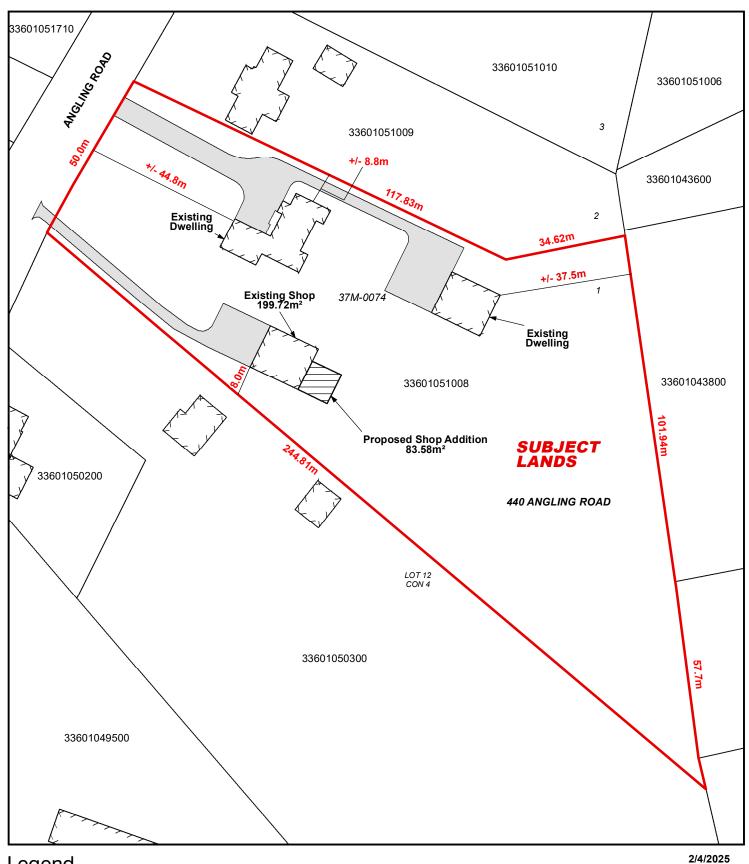




MAP C ANPL2024339

CONCEPTUAL PLAN

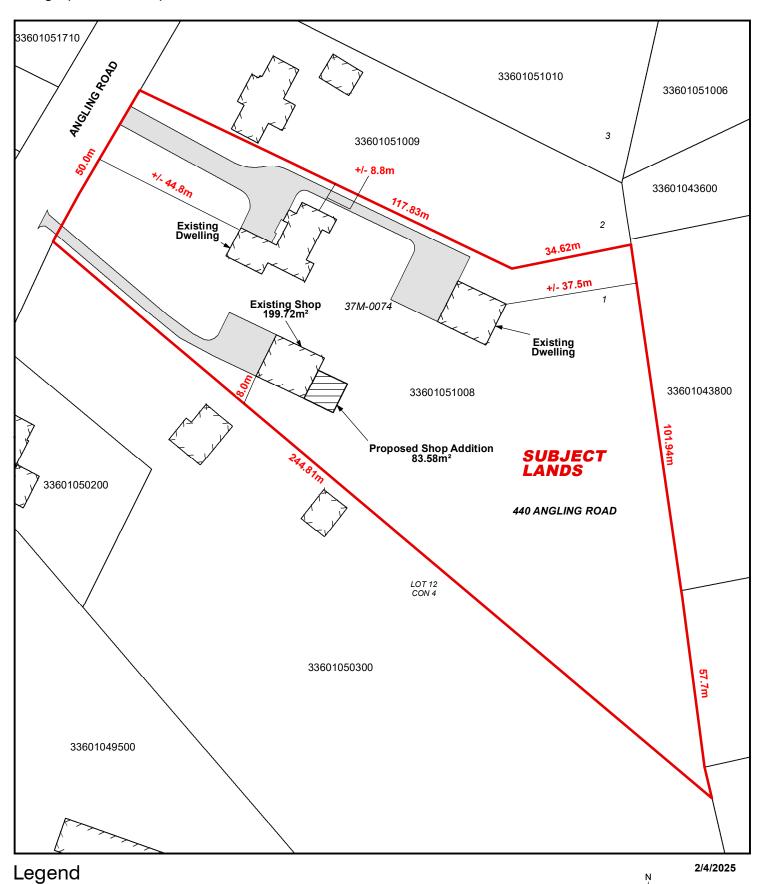
Geographic Township of TOWNSEND





CONCEPTUAL PLAN

Geographic Township of TOWNSEND



Subject Lands

