

## **Committee of Adjustment Application to Planning Department**

#### **Complete Application**

A complete Committee of Adjustment application consists of the following:

- 1. A properly completed and signed application form (signature must on original version);
- 2. Supporting information adequate to illustrate your proposal as listed in **Section H** of this application form (plans are required in paper copy and digital PDF format);
- 3. Written authorization from all registered owners of the subject lands where the applicant is not the owner as per Section N; and,
- 4. Cash, debit or cheque payable to Norfolk County in the amount set out in the Norfolk County User Fees By-Law.
  - 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 <a href="mailto:committee.of.adjustment@norfolkcounty.ca">committee.of.adjustment@norfolkcounty.ca</a>. 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



Pre-consultation Meeting Application Submitted	Application Fee  Conservation Authority Fee  Well & Septic Info Provided  Planner  Public Notice Sign	
Check the type of plann	ning application(s) you are submitting.	
<ul><li>□ Consent/Severance/E</li><li>□ Surplus Farm Dwellin</li><li>☑ Minor Variance</li><li>□ Easement/Right-of-W</li></ul>	ng Severance and Zoning By-law Amendment	
Property Assessment R	toll Number:	
A. Applicant Informatio	n	
Name of Owner	Bryan Swain & Alison High	
It is the responsibility of the ownership within 30 days	ne owner or applicant to notify the planner of any changes in sof such a change.	
Address	1092 East Quarterline Road	
Town and Postal Code	Langton N0E 1G0	
Phone Number	(519)983-3560	
Cell Number		
Email	swaincarpentry@gmail.com	
Name of Applicant	same as owner	
Address		
Town and Postal Code		
Phone Number		
Cell Number		
Email		



Na	me of Agent		
Add	dress		
Τοι	wn and Postal Code		
Pho	one Number		
Cel	ll Number		
Em	ail		
all (		otices in respect	of this application will be forwarded to the
X	Owner	□ Agent	☐ Applicant
	mes and addresses of cumbrances on the sub	•	y mortgagees, charges or other
-			
В.	Location, Legal Des	cription and Pr	operty Information
1.	Legal Description (incl Block Number and Urb	• .	Township, Concession Number, Lot Number, let):
	Lot 19 Concession	6 South Walsing	ham Township
	Municipal Civic Addres	ss: <u>1092 Eas</u> t	t Quarterline Road, Langton
	Present Official Plan D	esignation(s):	Agriculture (A)
	Present Zoning: Ag	riculture (A)	
2.	Is there a special prov	ision or site spec	ific zone on the subject lands?
	☐ Yes ☒ No If yes,		·
3.	Present use of the sub residential	ject lands:	



4.	Please describe <b>all existing</b> 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:  residential home, pool & cabana (see attached sketch)
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.
ô.	Please describe <b>all proposed</b> 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:  Storage building (see attached sketch)
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:
3.	If known, the length of time the existing uses have continued on the subject lands:
9.	Existing use of abutting properties:
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		200 sq metres		223 sq metres	23 sq metres
Front yard					
Rear yard				7.6 m to east property line	
Height				6.22 m	
Left Interior side yard				4.5 m to north property line	
Right Interior side yard					
Exterior side yard (corner lot)					
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other				useable floor area	



Please By-law	explain why it is not possible to comply with the provision(s) of the Zoning
•	eneeded for storage of owned vehicles, RV, boat, tools, yard equipment.
Conse	ent/Severance/Boundary Adjustment: Description of land intended to be
	d in metric units:
Fronta	ge:
Depth:	
Width:	
Lot Are	ea:
Preser	nt Use:
Propos	sed Use:
Propos	sed final lot size (if boundary adjustment):
	undary adjustment, identify the assessment roll number and property owner o
	ds to which the parcel will be added:
	<u> </u>
Descri	ption of land intended to be retained in metric units:
Fronta	
Depth:	
Width:	
Lot Are	ea:
Preser	nt Use:
Propos	sed Use:
Buildir	gs on retained land:
	ge on rotein ou lenter.
Easen	nent/Right-of-Way: Description of proposed right-of-way/easement in metric
units:	
Fronta	ge:
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
O۷	ners Name:
Ro	Il Number:
То	al Acreage:
W	orkable Acreage:
Ex	sting Farm Type: (for example: corn, orchard, livestock)
Dv	relling Present?:   Yes  No If yes, year dwelling built
Da	te of Land Purchase:
Ro To Wo Ex	rners Name:
Ro To W Ex Dv	vners Name:    Number:
Da	te of Land Purchase:



O۷	vners Name:
Ro	ll Number:
То	tal Acreage:
Wo	orkable Acreage:
Ex	isting Farm Type: (for example: corn, orchard, livestock)
Dw	velling Present?: □ Yes □ No If yes, year dwelling built
Da	te of Land Purchase:
Ov	vners Name:
Ro	ll Number:
То	tal Acreage:
Wo	orkable Acreage:
Ex	isting Farm Type: (for example: corn, orchard, livestock)
Dw	velling Present?: 🛘 Yes 🗀 No If yes, year dwelling built
Da	te of Land Purchase:
No	te: 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? $\square$ Yes $\boxtimes$ No $\square$ Unknown
3.	Provide the information you used to determine the answers to the above questions:  Previously wooded lot.



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:
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 $\boxtimes$ 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  ₃⊠ 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
	<b>Erosion</b> □ On the subject lands or □ within 500 meters – distance
	Abandoned gas wells  ☐ On the subject lands or ☐ within 500 meters — distance



# F. All Applications: Servicing and Access 1. Indicate what services are available or proposed: Water Supply ☐ Municipal piped water ☐ 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) N/A 2. Existing or proposed access to subject lands: Municipal road ☐ Provincial highway ☐ Unopened road ☐ 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

In addition, the following additional plans, studies and reports, including but not limited

- 8. Names of adjacent streets
- 9. Natural features, watercourses and trees

to, <b>may</b> also be required as part of the complete application submission:
$\ \Box$ 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.

Bryan Swain	September 30, 2024
Owner/Applicant/Agent Signature	Date
J. Owner's Authorization	
If the applicant/agent is not the registered owner of application, the owner must complete the authoriza	-
I/We Bryan Swain & Alison High am/s lands that is the subject of this application.	are the registered owner(s) of the
I/We authorize <u>Bryan Swain &amp; Alison High</u> my/our behalf and to provide any of my/our person processing of this application. Moreover, this shall authorization for so doing.	al information necessary for the
Bryan Swain	September 30, 2024
Owner	Date September 30, 2024
Owner	Date

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

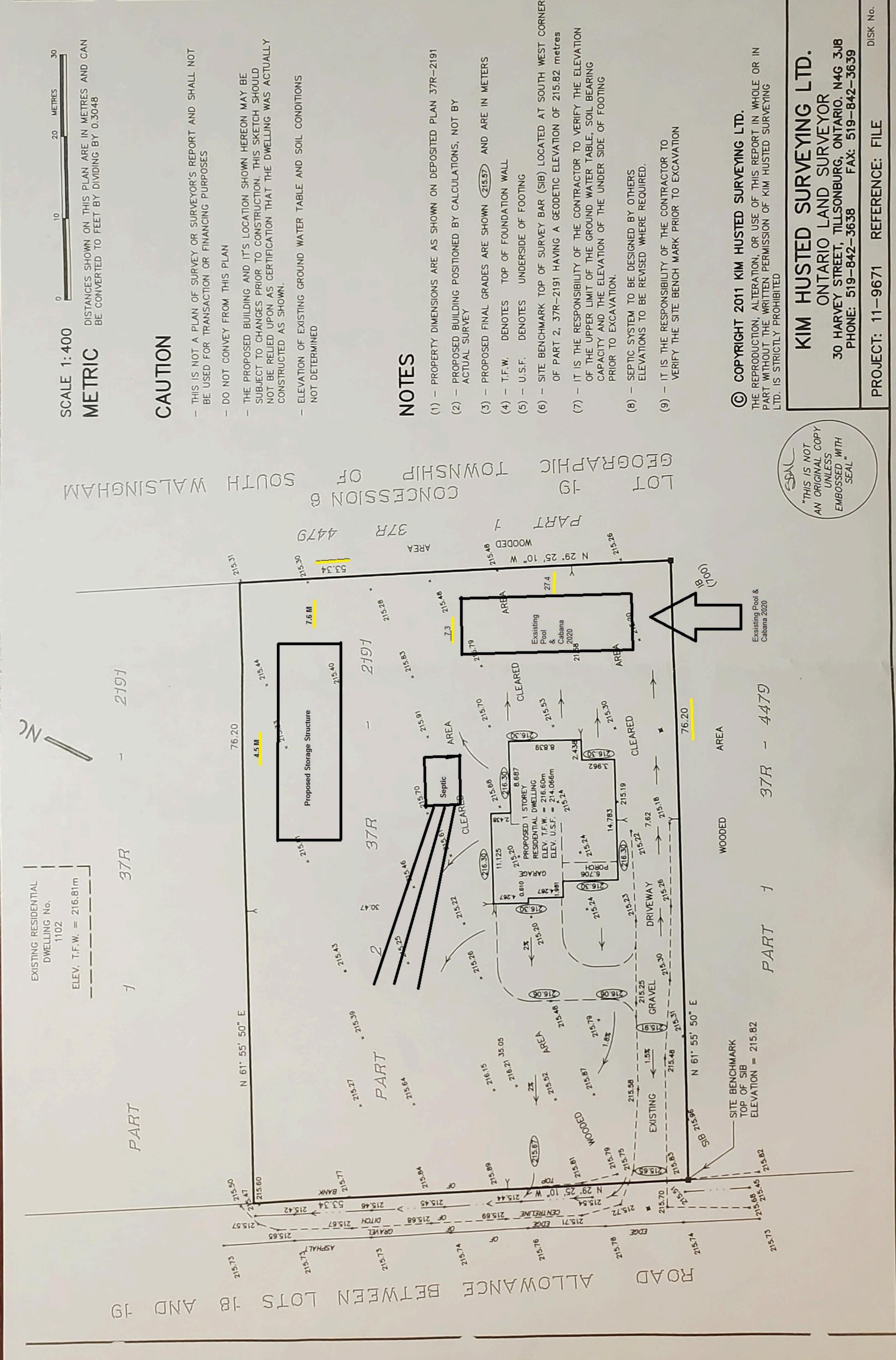


1, BRYAD SUDAON OF PORFOUR
solemnly declare that:
all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of <i>The Canada Evidence Act</i> .
Declared before me at:
Sincoe
In Norfolk Canty  This _ T_ day of _ November
A.D., 20 24
A Commissioner, etc.

Olivia Catherine Davies, a Commissioner, etc., Province of Ontario, for the Corporation of Norfolk County. Expires May 23, 2027.

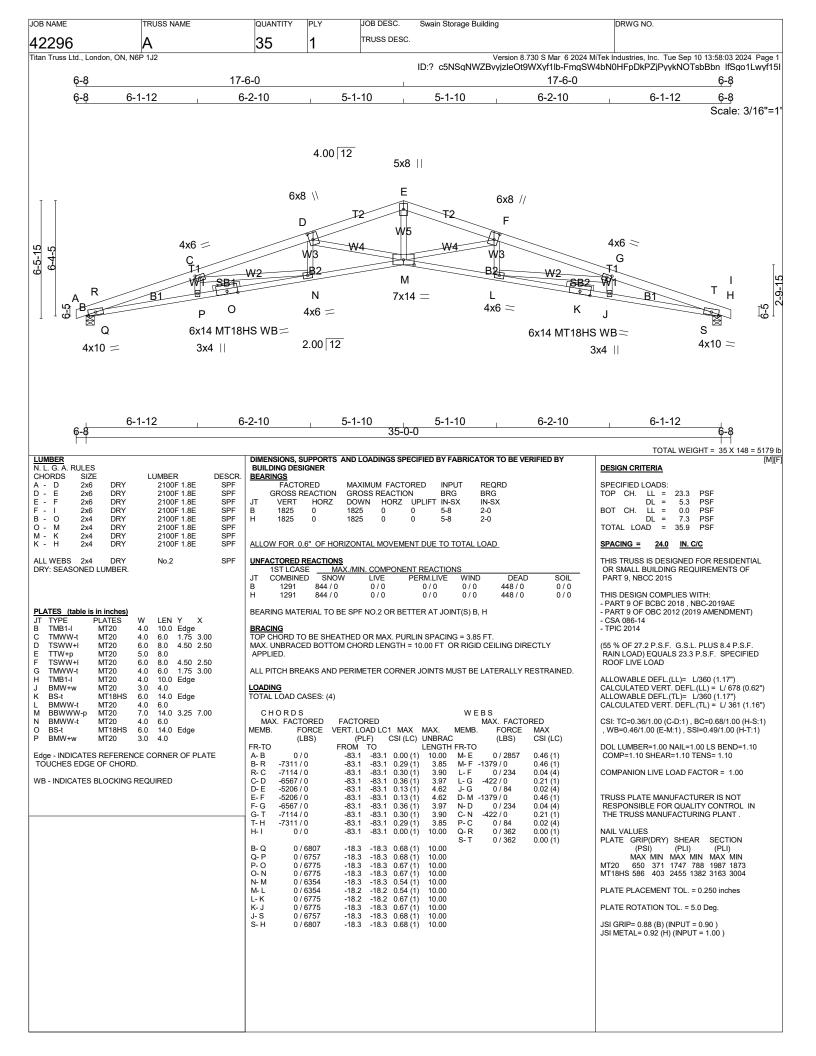


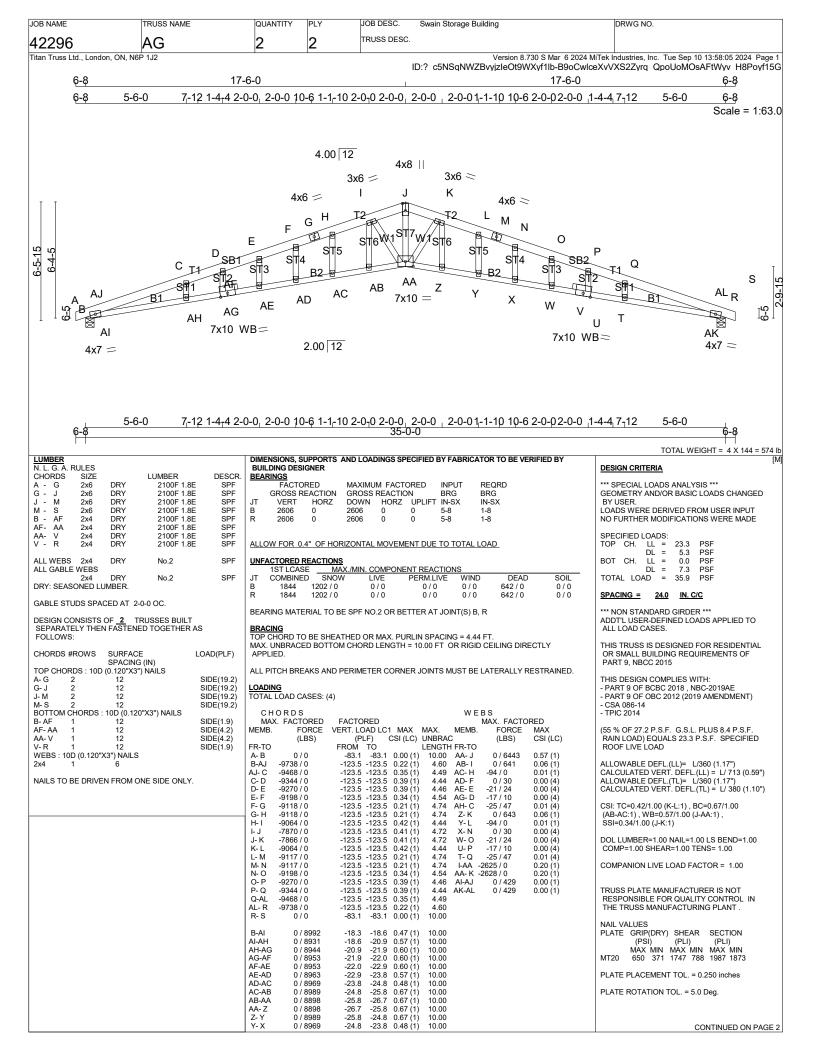
N. Declaration



DISK No.

338





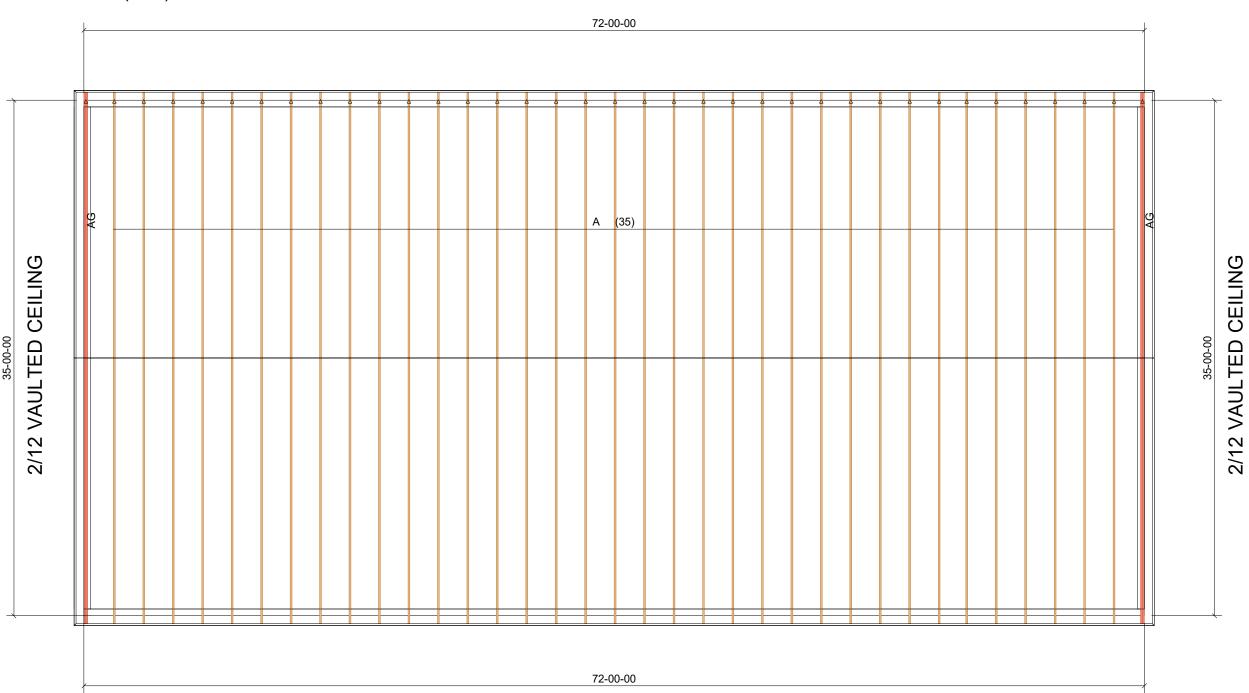
JOB NAME	TRUSS NAME	QUANTITY PLY	JOB DESC. Swain Storage Building	DRWG NO.
42296	AG	2 2	TRUSS DESC.	
Titan Truss Ltd., London, ON, N6		. '	Version 8.730 S Mar 6 2024	MiTek Industries, Inc. Tue Sep 10 13:58:05 2024 Page 2 ceXvVXS2Zyrq QpoUoMOsAFtWyv H8Poyf15G
			ib.: _corroqrivivz.bvyjzieOtavivyi fib-ba0Cwi	CONTINUE TO THE PROPERTY OF TH
B TMB1-I MT20 C, D, E, F, H, L, N, O, P, Q C TMW+w MT20 G TS-t MT20 I TMWW-t MT20 J TTW+p MT20 K TMWW-t MT20 K TMWW-t MT20 R TMB1-I MT20 R, TMB1-I MT20 T, W, X, Y, Z, AB, AC, AD, AE, T	W LEN Y X 4.0 7.0 3.0 4.0 4.0 6.0 3.0 6.0 4.0 8.0 4.75 2.00 4.0 6.0 4.0 7.0 4.1 3.0 4.0	MEMB. FORCE VE (LBS)	W E B S MAX. FACTORED MAX. MEMB. FORCE MAX (PLF) CSI (LC) UNBRAC (LBS) CSI (LC) -23.8 -22.9 0.57 (1) 10.00 -22.0 -21.9 0.60 (1) 10.00 -21.9 -20.9 0.60 (1) 10.00 -21.9 -20.9 0.60 (1) 10.00 -21.9 -18.6 0.57 (1) 10.00 -18.6 -18.3 0.47 (1) 10.00	JSI GRIP= 0.85 (J) (INPUT = 0.90 ) JSI METAL= 0.94 (V) (INPUT = 1.00 )
U, V, AF, AG U V BSW-I MT20 AA BBWWW-p MT20 AF BSW-I MT20	7.0 10.0 Edge 7.0 10.0 3.25 5.00 7.0 10.0 Edge	AK-K 070992	-10.0 -10.3 0.47(1) 10.00	
	-			
Edge - INDICATES REFERENC TOUCHES EDGE OF CHORD. WB - INDICATES BLOCKING R				

# **ROOF NOTES:**

- 4/12 PITCH
- 8" FINISHED OVERHANG
- MIN. HEEL (2x6 TC)
- 5.5" BEARING

## **HANGERS**:

( 37 ) STC26 = 1 PER TRUSS



Roof Plane
Roof Plane
Hip Lines,0,ft
Horizontal Overhang
Lines,148,ft
Raked Overhang
Lines,78,ft
Ridge Lines,74,ft
Roof Area,2886.11,ft²
Valley Lines,0,ft

#### NOTE

- This is a placement guide only. Read and understand all information supplied in the jobsite package before installation of the truss system.
- Additional Building Component Safety Information (BCSI) can be found at www.sbcindustry.com/bcsi.php
- It is the responsibility of the installer to properly receive, unload, store, handle, install and brace the trusses to protect life and property.
- Carefully inspect the trusses for adequacy and damage.
   Do not install damaged trusses. Call Titan Truss for repair details or replacement trusses.
- 5. The use of adequate temporary bracing is mandatory.
- Install all lateral bracing as shown on the truss drawings.
   The building designer is responsible for the anchorage of these braces.
- 7. Permanent building bracing is the responsibility of the building designer.
- 8. Do not modify, cut or drill the trusses.
- Once installed, the product is considered accepted and under no circumstances will a back-charge be accepted or credit issued unless approved in writing in advance by Titan Truss.



6151 Colonel Talbot Rd,ON N6P 1J2 Ph: (519) 471-1299 TF: (888) 471-1299 info@titantruss.ca

Customer

Crompton HBC Tillsonburg

Project

Swain Storage Building

ate:

2024-09-10

Quote No.: **42296** 

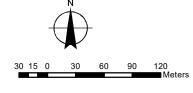
## **CONTEXT MAP**

Geographic Township of SOUTH WALSINGHAM



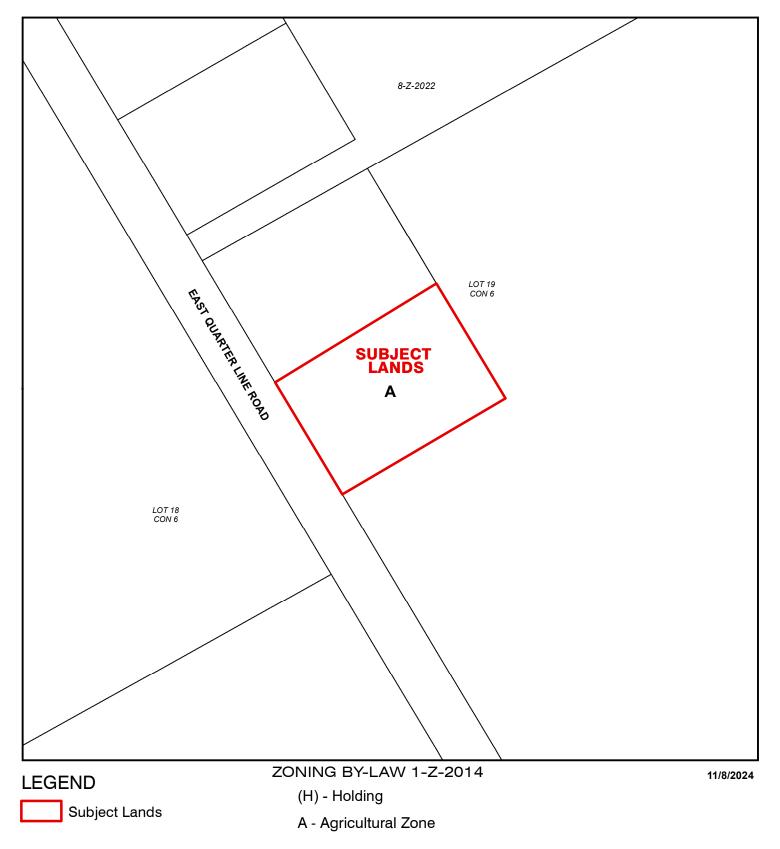
Legend

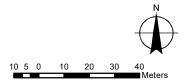




## MAP B ZONING BY-LAW MAP

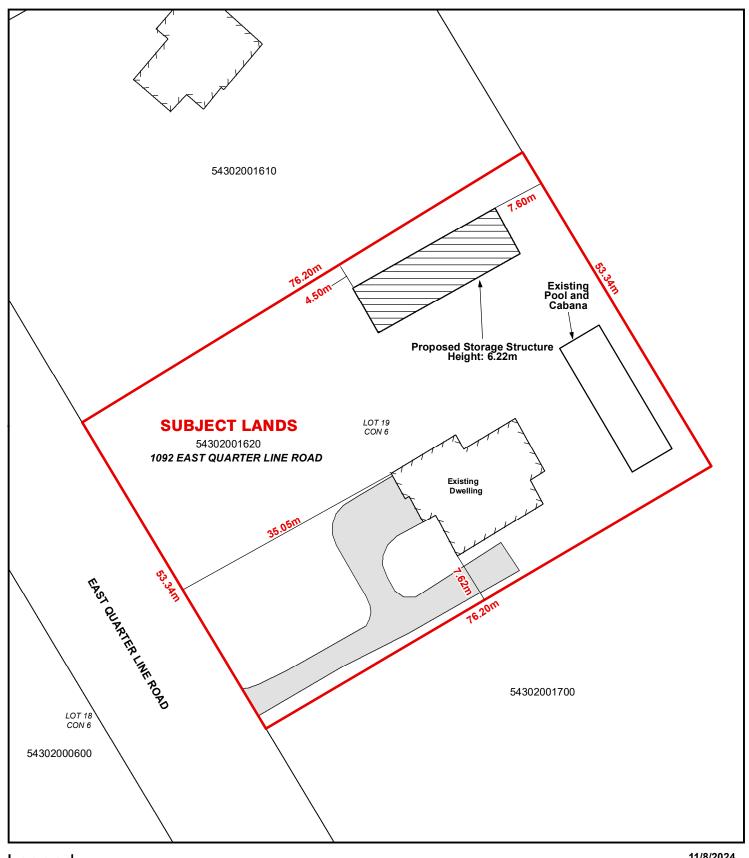
Geographic Township of SOUTH WALSINGHAM





## **CONCEPTUAL PLAN**

Geographic Township of SOUTH WALSINGHAM





## **CONCEPTUAL PLAN**

Geographic Township of SOUTH WALSINGHAM

