

Committee of Adjustment Application for Minor Variance

Complete Application

The application must be completed by the owner or authorized agent. If the application is being submitted by an agent, the owner's written authorization is required. If the lands subject to this application are owned by more than one owner, the authorization of all owners is required. Submission of this application constitutes consent for authorized municipal staff to inspect the subject lands.

It is the responsibility of the applicant to research and evaluate the site and the proposal to ensure that the development will conform to the interests of the health, safety and welfare of future residents. Sufficient studies for the completion of the application should be carried out prior to submission and should be reflected in the application form.

Before the Application is submitted

A pre-consultation meeting is not required for Committee of Adjustment applications; however, further information can be provided by Planning Department staff prior to the submission of an application. The purpose of communicating with a planner before you submit your application is: to review the 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.

Online Application Process

All applications must be submitted online via the County's CityView Portal. The portal can be accessed here: Welcome - CityView Portal. The applicant will submit the materials required as part of a complete application. Once the County confirms receipt of a complete submission, the applicant will be contacted and provided further directions for payment options.

User Fees

The planning application fee will be determined when the application can be deemed complete according to Norfolk County Community Planning user fees: <u>User Fees | Norfolk County</u>

Cash, debit, credit or cheque payable to Norfolk County in the amount set out in the user fees By-Law that will be accepted and deposited once the application has been deemed complete.

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 time of submission.

Grand River Conservation Authority
Plan Review fees | Grand River Conservation Authority

Long Point Region Conservation Authority

Planning Fees - Long Point Region Conservation Authority

After the application is submitted

In order for the application to be deemed complete, all of the components noted above are required. The *Planning Act* permits up to 30 days to review and deem an application complete.

Once the 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 provided that is required to be posted on the subject lands summarizing the application and specifying the committee meeting date. The comments received from members of the community will be included in the planning report and given consideration.

Additional studies required as part of the complete application shall be at the sole expense of the applicant. Any required peer reviews shall be at the expense of the applicant. The peer reviewer 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.

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 the Committee of Adjustment meeting. Applicants are responsible for removing 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. 8159 or coa@norfolkcounty.ca



For Office Use Only: File Number Related File Number 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.	
Standard Minor VariaComplex Minor VariaRoutine Minor Variar	ance (After the fact)	
Property Assessment	Roll Number: 33706001300	
A. Applicant Information	on	
Name of Owner	Steve and Sarah Cameron	
It is the responsibility of ownership within 30 day	the owner or applicant to notify the planner of any changes in a solution of such a change.	
Address	36 GILBERT ROAD	
Town and Postal Code	SIMCOE, ONTARIO, N3Y 4K2	
Phone Number		
Cell Number		
Email	stephen36mainship@gmail.com	
Name of Authorized Applicant	MICHELE HAMMOND	
Address	1927 WESTERRA LANE	
Town and Postal Code	STONY PLAIN, ALBERTA, T7Z 0L3	
Phone Number		
Cell Number	548-887-4200	
Email	MHDESIGN.TALK@GMAIL.COM	



Name of Authorized		MICHELE HAMMOND		
Agent Address		1927 WESTERRA LANE		
Tov	own and Postal Code STONY PLAIN, ALBERTA, T7Z 0L3			
Pho	one Number			
Cel	l Number	548 887 4200		
Em	ail	MHDESIGN.TALK@GMAIL.COM		
all c	• •	all communications should be sent. Unless otherwise direntices in respect of this application will be forwarded to above.		
	☐ Owner	☐ Agent ■ Applicant		
enc	Names and addresses of any holder of any mortgagees, charges or other encumbrances on the subject lands: N/A			
D	Location Local Dec	a suinti a nome d'Ou a nombre lus formanti a n		
1.	 Location, Legal Description and Property Information Legal Description (include Geographic Township, Concession Number, Lot Number, Block Number and Urban Area or Hamlet): WDH CON BF PT LOT 3 REG 29.02 AC FR D 			
-	Municipal Civic Addre	ess: 36 GILBERT ROAD		
	Land acquisition date	e (if known):		
	Present Official Plan [Designation(s):		
	Present Zoning: AGF	RICULTURAL (A)		
2. Is there a special provision or site specific zone on the subject lands?				
		□ Yes ■ No		
-	If yes, please specify:			
	Present use of the sub RESIDENTIAL AND FARI	· ·		



4. Please describe **all existing and proposed** buildings and structures on the subject lands and whether they are to be retained, demolished or removed.

	Type of Building	Existing SEE SITE PLAN	Proposed ACCESSORY
	Number of Storey(s)	SEE SITE PLAN	1
	Number of Dwelling Units per lot	1	1
	Buildings/Structures/ARDU Width (m)	SEE SITE PLAN	10.97
	Building/ Structures /ARDU Length (m)	SEE SITE PLAN	12.19
	Building/ Structures /ARDU Height (m)	SEE SITE PLAN	7.71
	Usable Floor Area (sq.m)	1048	1181.7
	Lot coverage	0.1%	0.1
6.	proposed, please describe. RESIDENTIAL STORAGE, RV, AND TRAILER 6. Are any existing buildings on the subject lands designated under the <i>Ontario Heritage Act</i> as being architecturally and/or historically significant? □ Yes ■ No If yes, identify and provide details of the building:		
7.	7. If known, the length of time the existing uses have continued on the subject lands: _UNKNOWN.		
8.	3. Existing use of abutting properties: AGRILCULTURAL/RESIDENTIAL (NORTH, EAST, SOUTH AND WEST)		
9.	Are there any easements o	r restrictive covenants affec	ting the subject lands?
	☐ Yes ■ No If yes, describe the easement or restrictive covenant and its effect:		



C. Zoning Review (chart must be completed in metric units)

Please fill out the required information for the main and accessory buildings and structures

	Zoning By-law Requirement	Proposed	Deficiency
Lot area (m ²)			
Lot frontage (m)			
Lot depth (m)			
Front Yard Setback (m)			
Left Side Yard Setback (m)			
Right Side Yard Setback (m)			
Rear Yard Setback (m)			
Exterior side yard (if applicable) (m)			
Height (m)	SEC _T TION 3.2.1.g)		
Lot coverage (%)	10% of property/200m²	1% / 1,181.7m²	981.7m ²
Buildings/structures separation (m)			
Detached Additional Dwelling Unit (ADU) or Accessory Building			
i) Usable floor area (m ²)			
ii) Height (m)			
iii) Building separation (m)			
Number of parking spaces			



D. 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: Unknown but previous owner had advised previous use prior to possession.
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
F.	Provincial Policy
1.	
	■ Yes □ No
	If you answered no, please explain:
2.	It is the 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 Planning Statement?



	□ Yes ■ No		
	If no, please explain: The proposed building will be placed where an existing man-made	e driveway is located adjacent to the primary	
	residence.		
3.	 3. Have the subject lands been screened to ensure that development or site alteration will not have any impact on source water protection? ■ Yes □ No 		
	If no, please explain:		
	Note: If the subject lands are in an area of source (WHPA) A, B or C, Issue Contributing Area, Intake relevant information and approved mitigation meas Official.	e Protection zone, please attach	
4.	Does the property have any significant environme within 500 metres: ☐ Yes ■ No	•	
	If yes, indicate: ☐ Significant Woodland ☐ Province Floodplain ☐ Other	cially Significant Wetland □	
5.	Does the property have any livestock facility or st 1000 metres:	ockyard on the subject land or within	
	■ Yes □ No		
	If yes, the submission of Minimum Distance Separ	ration (MDS) calculations may apply.	
F.	Servicing and Access		
1.	Indicate what services are available or proposed:		
	Water Supply		
	☐ Municipal piped water☐ Individual wells	☐ Communal 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:	
	GILBERT ROAD	
G.	Other Information	
O .	Is there any other information that you think may be	e useful in the review of this
	application? If so, explain below or attach on a se	parate page.



H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies and an electronic version of the site plan drawings, additional plans, studies and reports will be required in addition to a sketch plan in accordance with Ontario Regulation 200/96.

i. Sketch in Metric Units

A sketch showing the following, in metric units:

- a) The boundaries and dimensions of the subject land.
- b) The location, size, dimensions, and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- d) The current uses on land that is adjacent to the subject land.
- e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
- f) If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- g) The location and nature of any easement affecting the subject land.
- h) Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures.

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

i reedom of imormation			
For the purposes of the Municipal Freedom of Information I authorize and consent to the use by or the disclose information that is collected under the authority of the 13 for the purposes of processing this application.	sure to any person or	public	body any
To for the purposes of processing this application.	AUG	27	7025
Owner/Applicant/Agent Signature	Date		
J. Owner's Authorization			
If the applicant/agent is not the registered owner of tapplication, the owner must complete the authorization		ubject o	of this

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





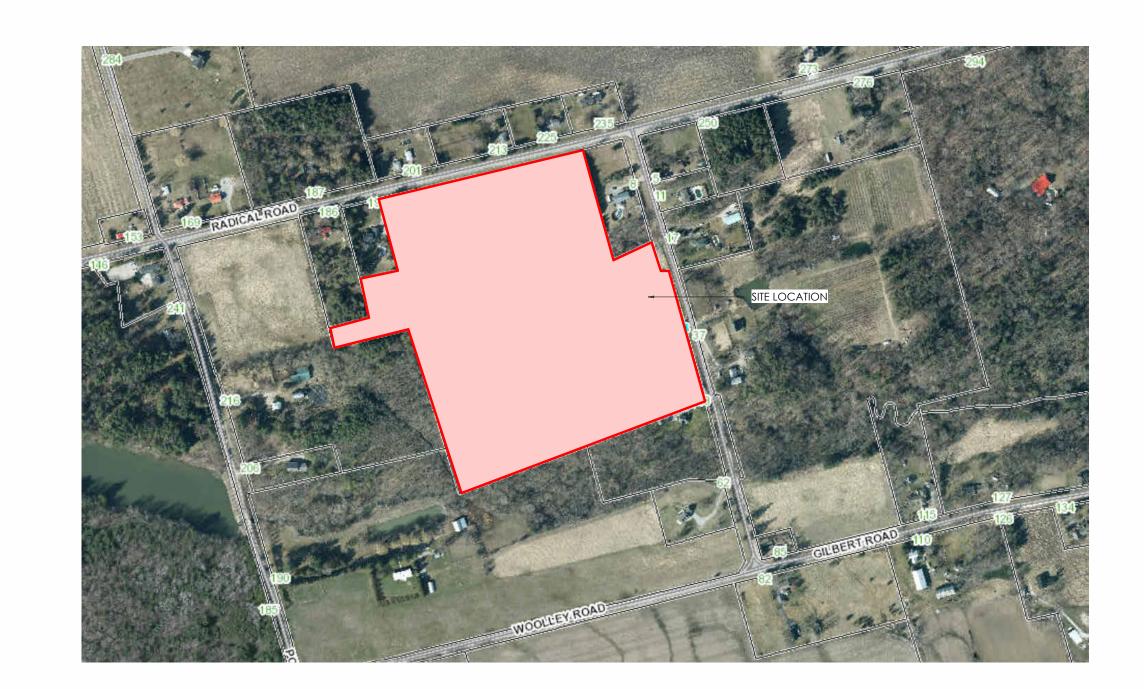
K. Declaration	
1. Michele Hammond	of Stony Plain, Alberta
solemnly declare that:) 1300 101
transmitted herewith are true and I ma	atements contained in all of the exhibits ake this solemn declaration conscientiously at it is of the same force and effect as if made adda Evidence Act.
Declared before me at:	
	_ Michael Haund
	Owner/Applicant/Agent Signature
ln	The same again digitation
Thisday of	Sworn (or Affirmed or Declared) remotely by MICHELE HAMMOND stated as being inat the (City, Town, etc.) of STONY PLAIN, in the (County, Regional Municipality, etc.) of EDMONTON METROPLITAN REGION,
A.D., 20	ALBERTA, before me at the (City, Town, etc.) of TORONTO in the (County, Regional Municipality, etc.) of TORONTO on September 10, 2025 in accordance with O.Reg 431/20, Administering Oath or Declaration
A Commissioner, etc.	Remotely. Wasoud Tchavoshi Maosud Tchavoshi Maosud Tchavoshi 200- 1978 Yonge St., Toronto, ON M4S 1Z7 Tel: 416 8804600 quicklegal@gmail.com Member of Law Society of Ontario

CAMERON, STEVE & SARAH

36 GILBERT ROAD SIMCOE, ONTARIO N3Y 4K2

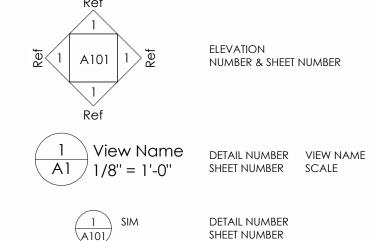








DOOR TAG WINDOW TAG WALL TAG REVISION TAG ROOM NAME & NUMBER Ref 101 Ref





ARCHITECTURAL

DETACHED ACCESSORY BUILDING 36X40X13

MAXIMUM LOT COVERAGE:

MAXIMUM BUILDING HEIGHT:

FRONT YARD SETBACK: SIDE YARD SETBACK:

REAR YARD SETBACK:

AGRICULTURAL (A)

1.2 m 1.2 m 1.2 m 8.0 m

		AKCHITECTUKAL
N	10.	SHEET NAME
Α	0.01	SITE PLAN
Α	0.02	GENERAL NOTES (STRUCT)
Α	0.03	ISOMETRIC MODELS
Α	1.01	FLOOR PLAN
Α	2.01	ELEVATIONS
Α	3.01	ARCHITECTURAL DETAILS
Α	3.02	ARCHITECTURAL ROOF DETAILS

STRUCTURAL

STRUCTURAL		
NO.	SHEET NAME	
F1.01	SLAB EDGE PLAN	
F2.01	ELEVATIONS	
F3.01	FOUNDATION DETAILS	
F5.01	SECTIONS	
\$1.01	POST PLAN	
\$1.02	TRUSS & BRACING LAYOUT	
\$2.01	STRUCTURAL ELEVATIONS	
\$2.02	STRUCTURAL ELEVATIONS	
\$2.03	STRUCTURAL ELEVATIONS	
\$2.04	STRUCTURAL ELEVATIONS	
\$3.01	DETAILS	
\$3.02	DETAILS	





GENERAL NOTES
THE BUILDING IS DESIGNED IN ACCORDANCE WITH THE 2012
ONTARIO BUILDING CODE AND ALL UP TO DATE AMENDMENTS.

LOADS:
a) SNOW
Ss = 1.4 kPa (DEAD LOAD = 0.4 kPa)
Sr = 0.4 kPa
Cb = 0.8
Cs = 0.83
Is = 1.0
S = 1.56 kPa / 32.6 psf
b) WIND
q50 = 0.47 kPa
P = AS PER 2015 NBCC FIGURE 4.1.7.6-A

1 REV. PRELIMINARY 25/01/23
NO. DESCRIPTION DATE

REVISION TABLE

CAMERON, STEVE & SARAH

36 GILBERT ROAD SIMCOE, ONTARIO N3Y 4K2

COVER SHEET

PROJECT NUMBER	24-034
DATE	2025/08/2
DRAWN BY	MH
CHECKED BY	Ś
SCALE	As indicated

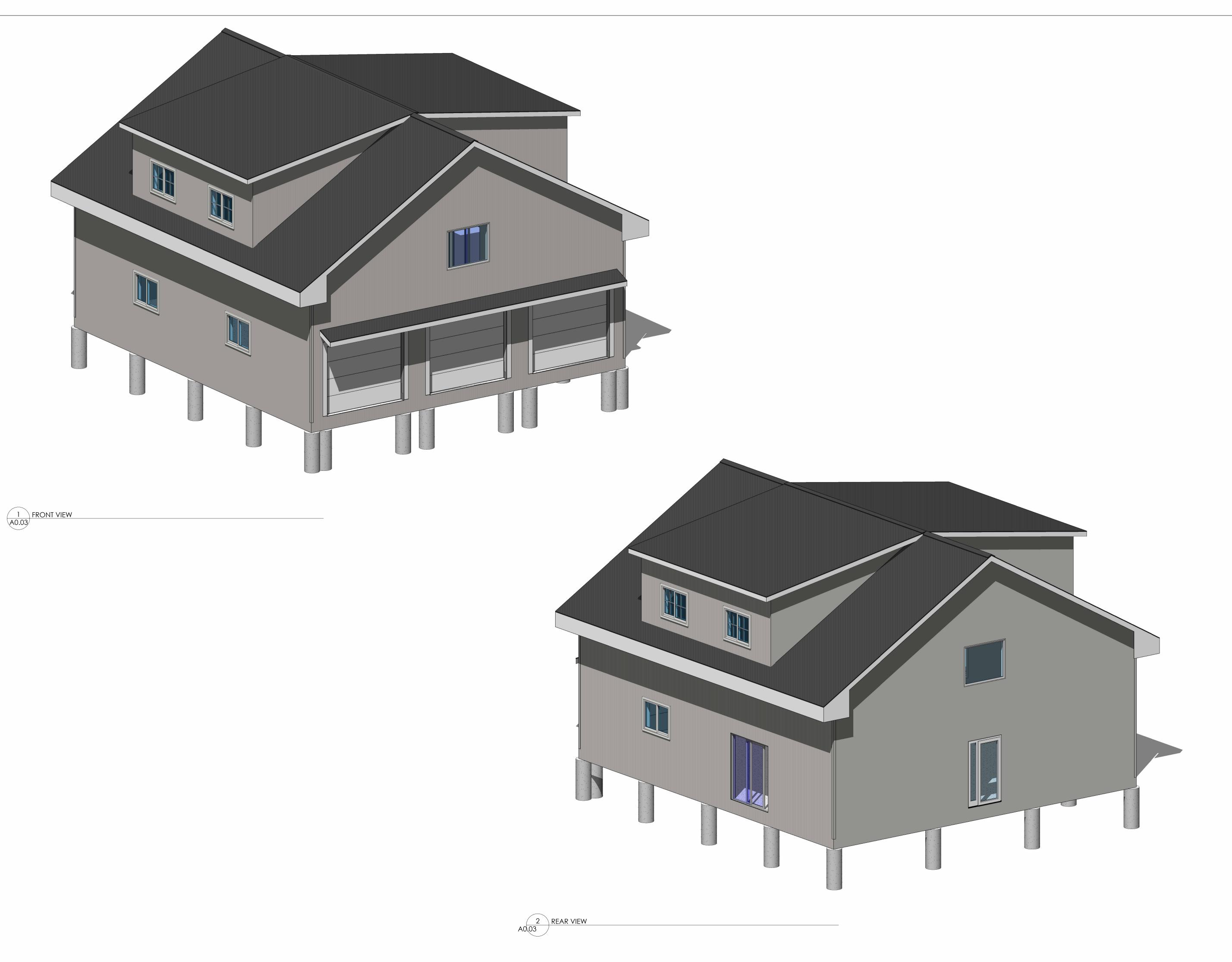
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24-034







2	REV. PRELIMINAF	RY		25/01/23
NO.	PRELIMINARY	DESCRIPTIO	261	24/12/17 DATE
		REVISIO	N TABLE	

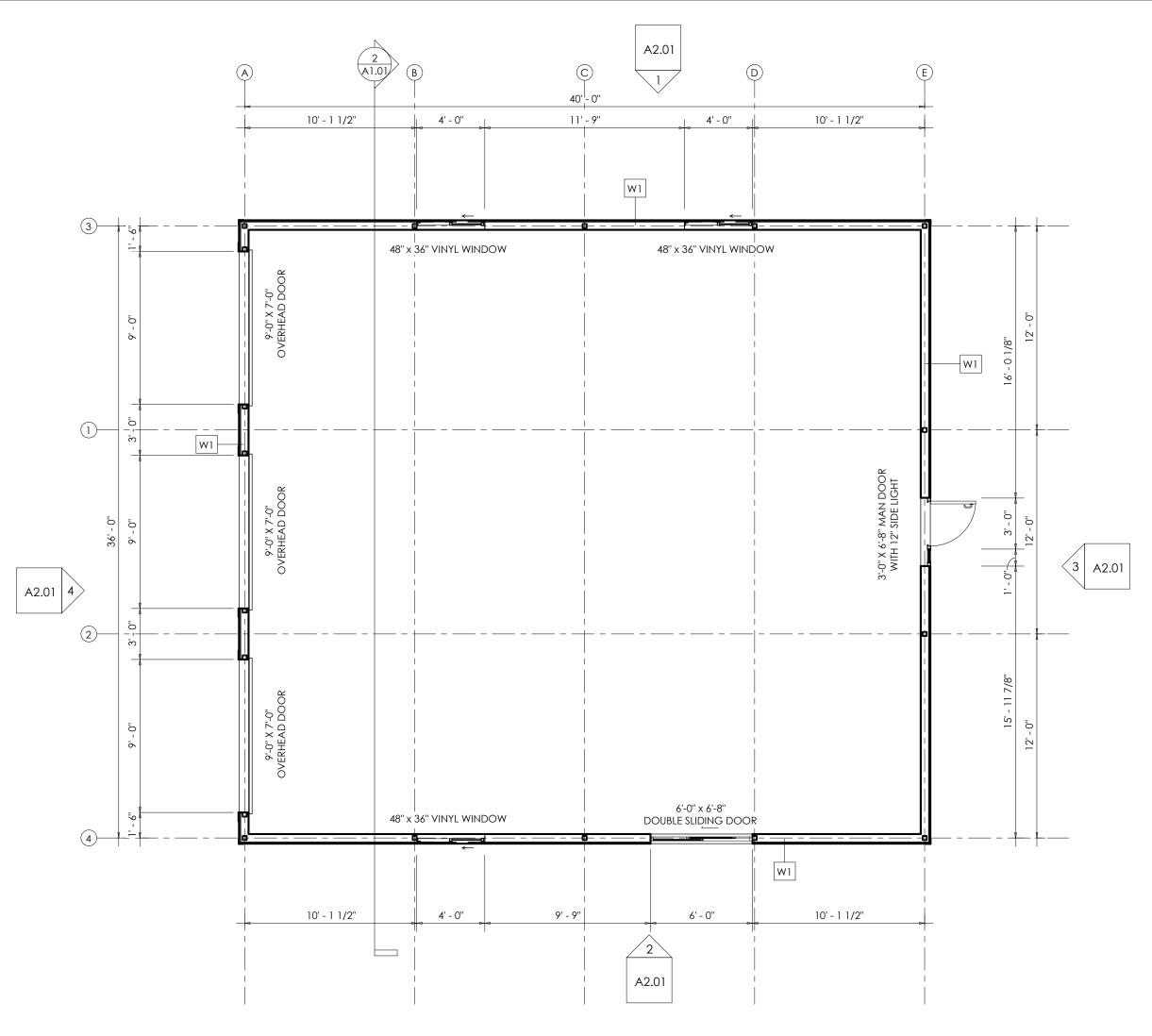
CAMERON, STEVE & SARAH

36 GILBERT ROAD SIMCOE, ONTARIO N3Y 4K2

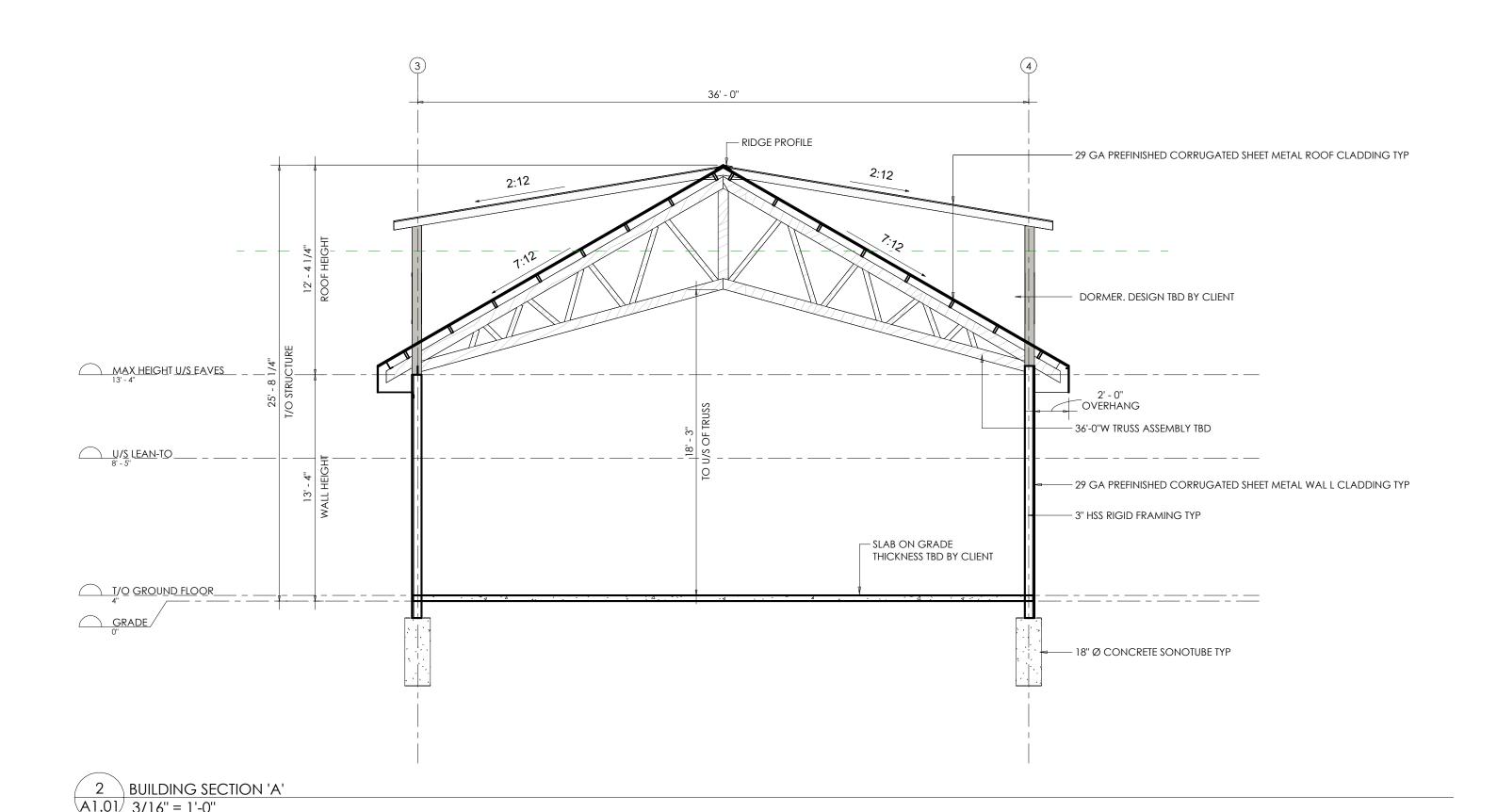
ISOMETRIC MODELS

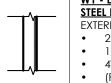
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DATE	2025/08/21
DRAWN BY	MH
CHECKED BY	śś
SCALE	

A0.03



1 GROUND FLOOR PLA
A1 01/3/16" = 1'-0"





W1 - EXTERIOR WALL
STEEL FRAMED WALL WITH CORRUGATED SHEET METAL
EXTERIOR

29 GA CORRUGATED WALL PANEL SHEATHING
 1/2" PT SPR STRAPPING @ 36" C/C, OR EQUIVALENT
 4" SQ PT WOOD POSTS @ 10'-0" C/C
 (R18) 4" THK MINERAL WOOL BATT INSULATION BLANKET (TBC)
 WMP50 LINER PACKAGE
 UNFINISHED INTERIOR
INTERIOR

LEGEND - WALL 1/4" = 1'-0"





2 REV. PRELIMINARY		25/01/23
1 PRELIMINARY		25/01/23 24/12/17
I PRELIMINARY	DESCRIPTION	
NO. D	DESCRIPTION EVISION TABLE	24/12/17
NO. D		24/12/17
PRELIMINARY NO. D		24/12/17
PRELIMINARY NO. D		24/12/17
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1 PRELIMINARY NO. D		24/12/17
NO. D		24/12/17
NO. D		24/12/17

CAMERON,

36 GILBERT ROAD SIMCOE, ONTARIO

N3Y 4K2

FLOOR PLAN

PROJECT NUMBER

DATE

SCALE

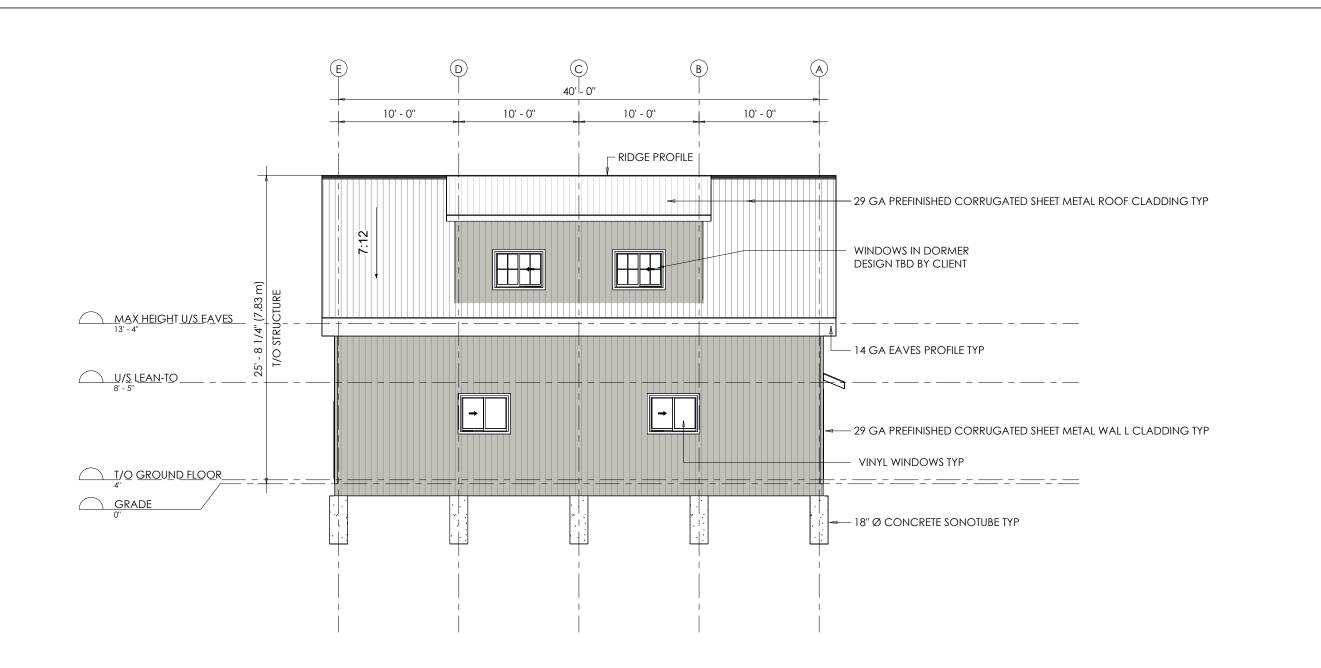
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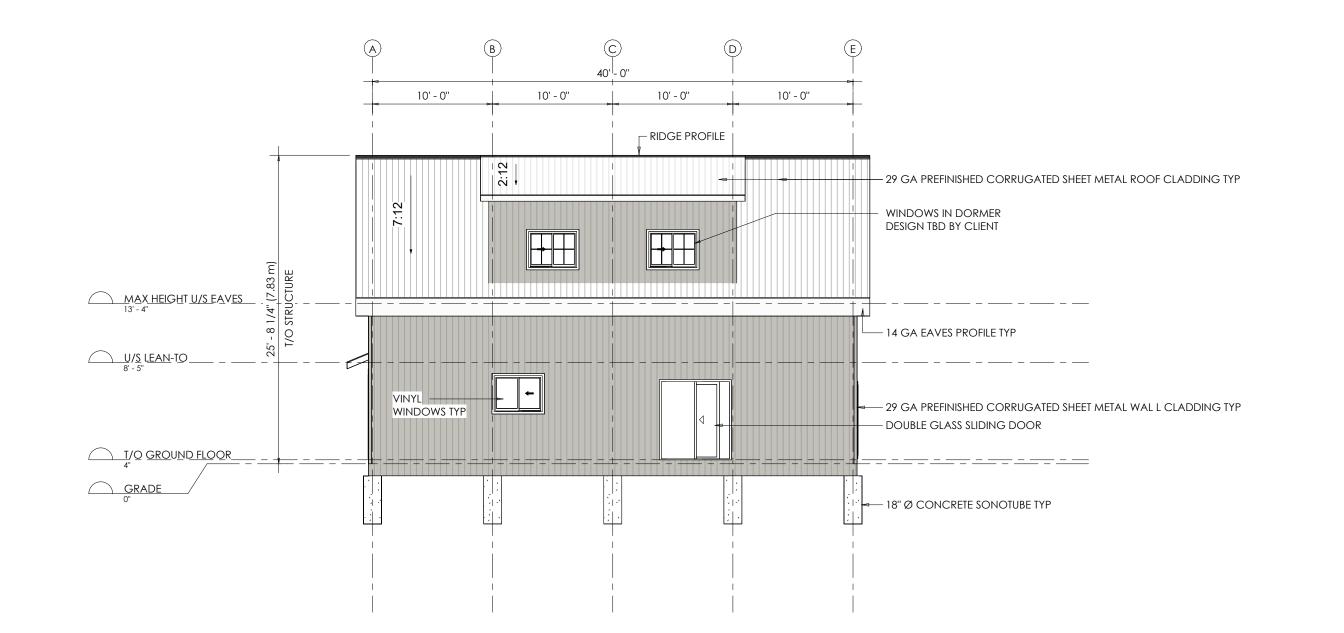
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2025/08/21

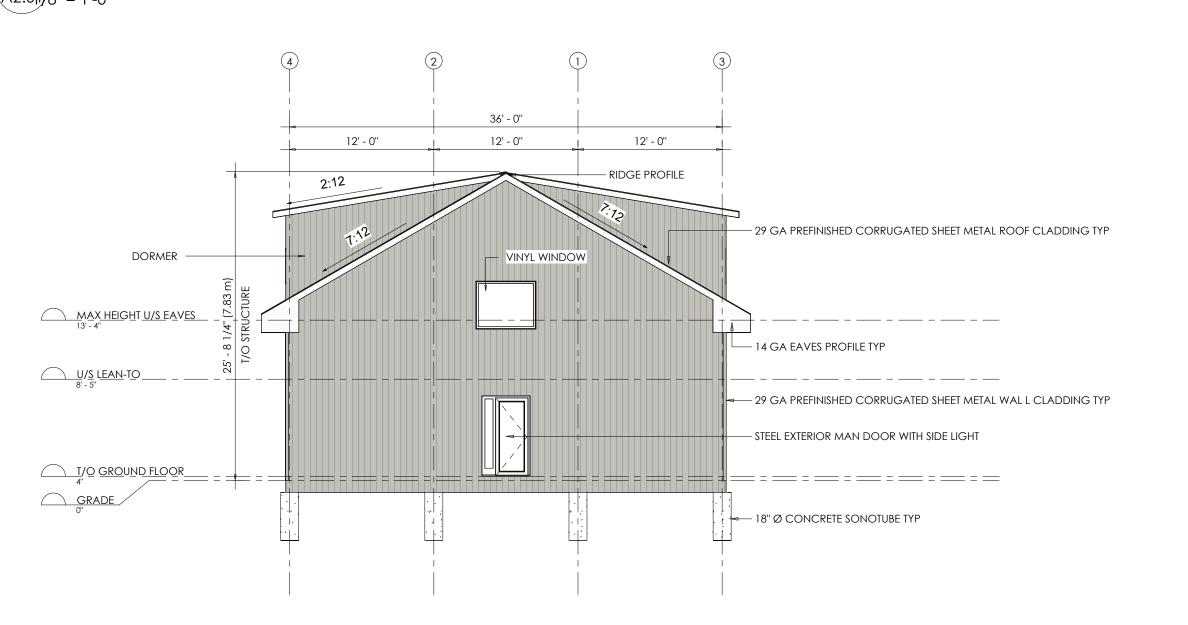
As indicated

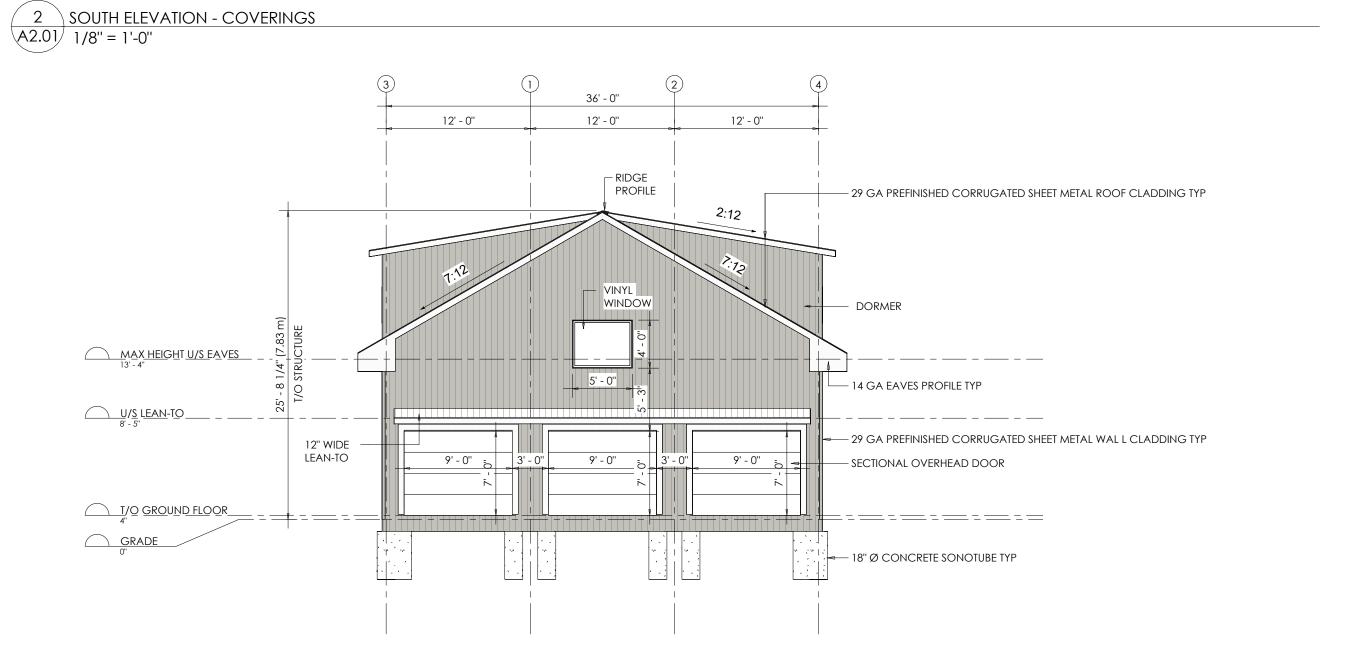
STEVE & SARAH





NORTH ELEVATION - COVERINGS A2.011/8" = 1'-0"

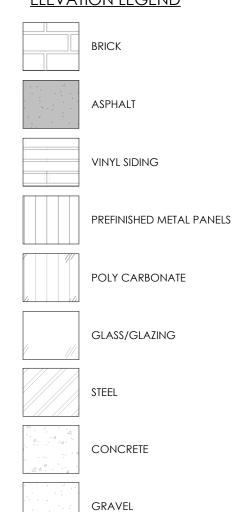




3 EAST ELEVATION - COVERINGS A2.01 1/8" = 1'-0"

4 WEST ELEVATION - COVERINGS A2.01 1/8" = 1'-0"

ELEVATION LEGEND



WOOD





CAMERON, STEVE & SARAH

REVISION TABLE

25/01/23 24/12/17

36 GILBERT ROAD SIMCOE, ONTARIO N3Y 4K2

REV. PRELIMINARY

PRELIMINARY

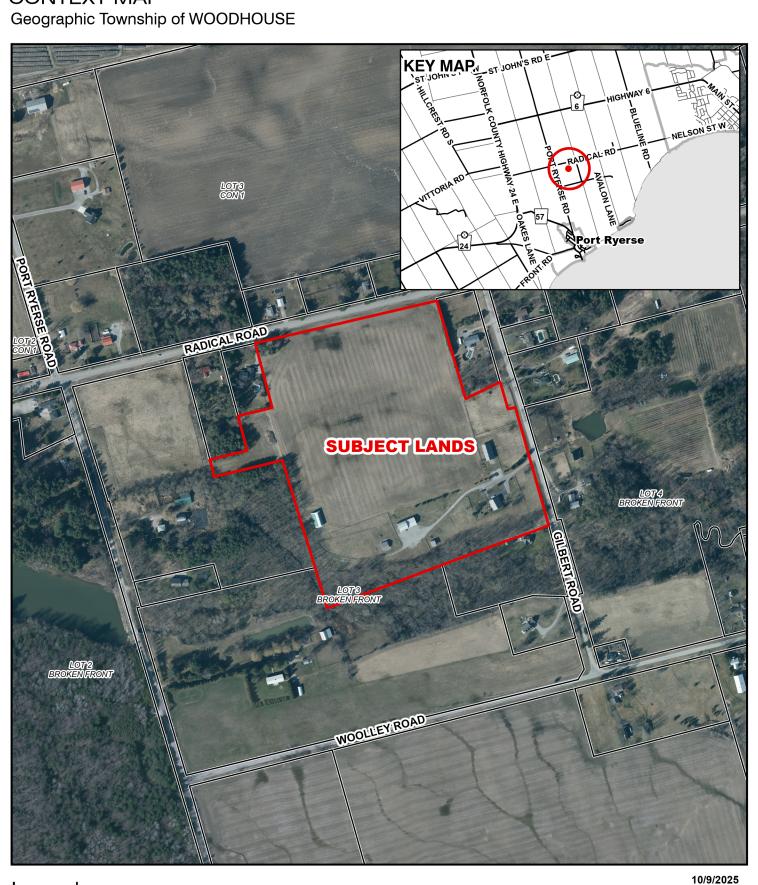
ELEVATIONS

PROJECT NUMBER	24-034
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SCALE	As indicated

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CONTEXT MAP

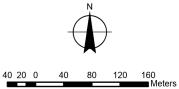
Geographic Township of WOODHOUSE



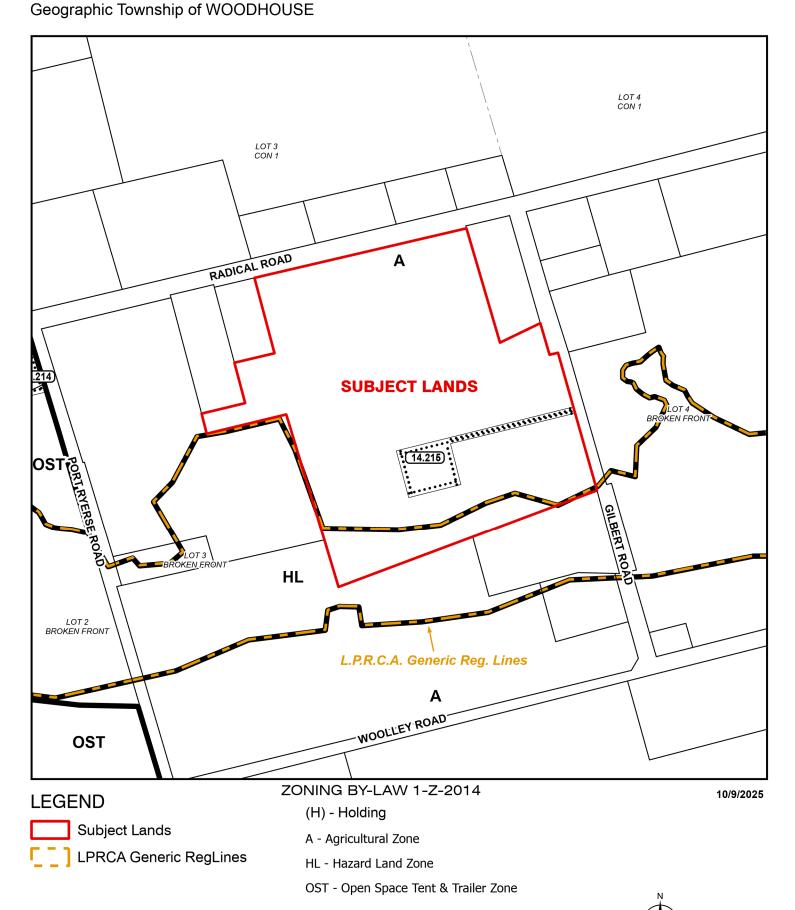
Legend

Subject Lands

2020 Air Photo



MAP B ZONING BY-LAW MAP



30 15 0

CONCEPTUAL PLAN

Geographic Township of WOODHOUSE

