



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 planning application(s) you are submitting.

- Standard Minor Variance
- Complex Minor Variance (After the fact)
- Routine Minor Variance

Property Assessment Roll Number: 331049310033700000

A. Applicant Information

Name of Owner

and Kathleen DeCherty-Fletcher
Keith Fletcher

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

324 Cedar Drive

Town and Postal Code

Turkey Point NOE-1T0

Phone Number

—

Cell Number

519-771-0307

Email

mkk24@rogers.com

Name of Authorized Applicant

Heg Homes Inc.

Address

365261 Evergreen St.

Town and Postal Code

Burgessville, Ont NOJ-1K0

Phone Number

—

Cell Number

519-537-1839

Email

henrygon@execulink.com



2026061

Name of Authorized Agent

Reg Homes Inc.

Address

365261 Evergreen St.

Town and Postal Code

Burgessville, Ont N0J 1C0

Phone Number

Cell Number

519-537-1839

Email

henrygoor@execulink.com

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence and notices in respect of this application will be forwarded to the owner and agent noted above.

Owner

Agent

Applicant

Names and addresses of any holder of any mortgagees, charges or other encumbrances on the subject lands:

B. Location, Legal Description and Property Information

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

CHR Plan 190 P1 Lot 120, 121, 124
Cedar Drive Turkey Point

Municipal Civic Address: 324 Cedar Drive

Land acquisition date (if known): —

Present Official Plan Designation(s): Resort Residential

Present Zoning: RR

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:

Single family Cottage / Home.

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

	Cottage Existing Singh family Home.	Cottage Proposed Singh family Home.
Type of Building		
Number of Storey(s)	1	2.
Number of Dwelling Units per lot	1	1
Buildings/Structures/ARDU Width (m)	5.0	11.71
Building/ Structures /ARDU Length (m)	6.2	16.69.
Building/ Structures /ARDU Height (m)	3.0	11.0
Usable Floor Area (sq.m)		11.0
Lot coverage	10.0	38.4

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.

6. 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:

7. If known, the length of time the existing uses have continued on the subject lands:

8. Existing use of abutting properties:

Vacation Homes

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

Please fill out the required information for the main and accessory buildings and structures *Note: Application ANPL2022322.*

	Zoning By-law Requirement	Proposed	Deficiency
Lot area (m ²)	0.4		
Lot frontage (m)	15.0	16.76	—
Lot depth (m)	18.0	28.52	—
Front Yard Setback (m)	6.0	1.2	4.8 *
Left Side Yard Setback (m)	1.2	1.2	—
Right Side Yard Setback (m)	3.0	3.8	—
Rear Yard Setback (m)	6.0	10.6	—
Exterior side yard (if applicable) (m)			
Height (m)	9.1	11.0	
Lot coverage (%)	15.0	28.4	
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:

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. Provincial Policy

1. Is the requested amendment consistent with the Provincial Planning Statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*?

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:

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 water Wellhead Protection Area (WHPA) A, B or C, Issue Contributing Area, Intake Protection zone, please attach relevant information and approved mitigation measures from the Risk Manager Official.

4. Does the property have any significant environmental features on the subject land or within 500 metres:

Yes No

If yes, indicate: Significant Woodland Provincially Significant Wetland Floodplain Other _____

5. Does the property have any livestock facility or stockyard on the subject land or within 1000 metres:

Yes No

If yes, the submission of Minimum Distance Separation (MDS) calculations may apply.

F. Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

Municipal piped water

Communal wells

Individual wells

Other (describe below)

private system



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)

natural drainage

2. Existing or proposed access to subject lands:

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

Name of road/street:

Cedar Drive

G. Other Information

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 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 to undertake 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. The owner further acknowledges and agrees that it is their solicitor's responsibility on behalf of the owner to undertake 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 purpose 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 purpose of processing this application.

[Signature]
Owner/Applicant/Agent Signature

MARCH 9 / 2026
Date

J. Owner's Authorization

If the authorized 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 Keith Fletcher / Kathleen am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Henry Groulx / Neg Honoré 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.

Keith Fletcher
Owner

MARCH 9 / 2026
Date

Kathleen Groulx
Owner

Mar 9 - 2026
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, Henry Goox of Burgesville, ON

solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of *The Canada Evidence Act*.

Declared before me at:

SIMCOE ONT

[Signature]
Owner/Applicant/Agent Signature

In NORFOLK COUNTY

This 11th day of MARCH 26

A.D., 2026

[Signature]

Sherry Ann Mott, a
Commissioner, etc., Province of Ontario.
for the Corporation of Norfolk County.
Expires March 16, 2026.

A Commissioner, etc.

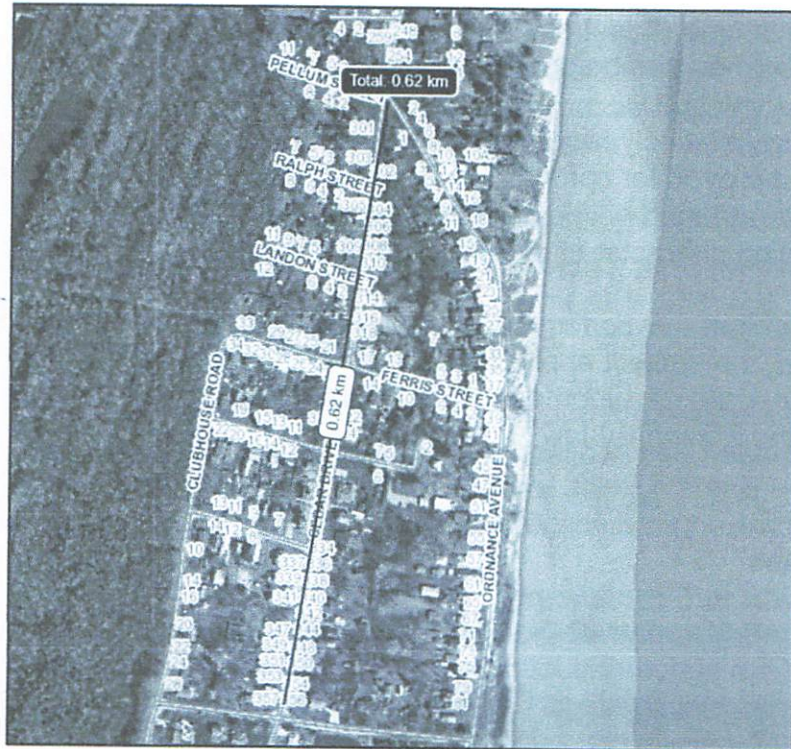
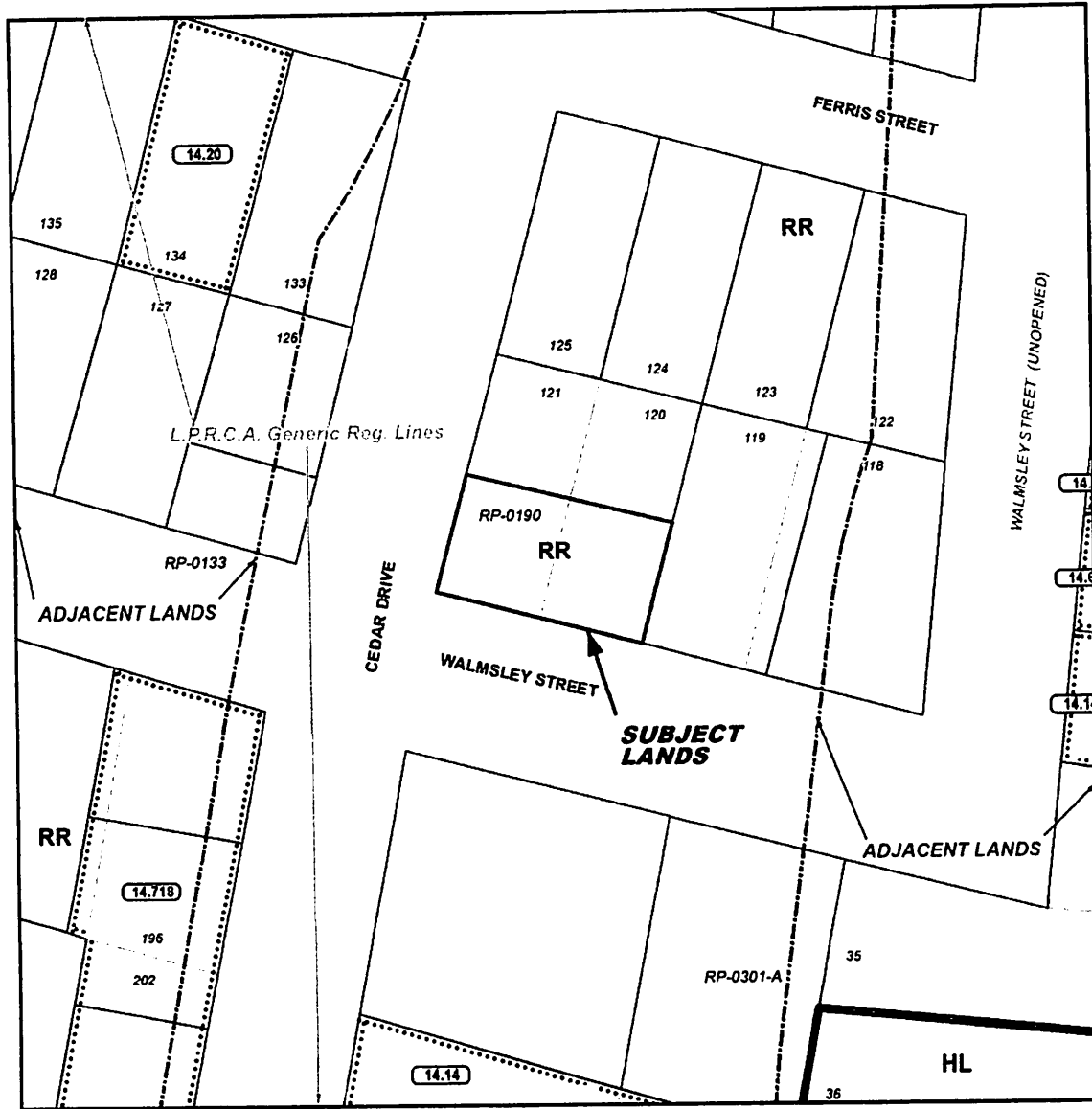


Figure 1. Cedar Drive Assessment Area

MAP B
ZONING BY-LAW MAP
 Geographic Township of CHARLOTTEVILLE



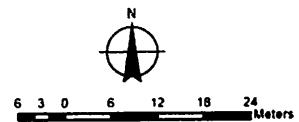
LEGEND

- Subject Lands
- Adjacent Lands
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

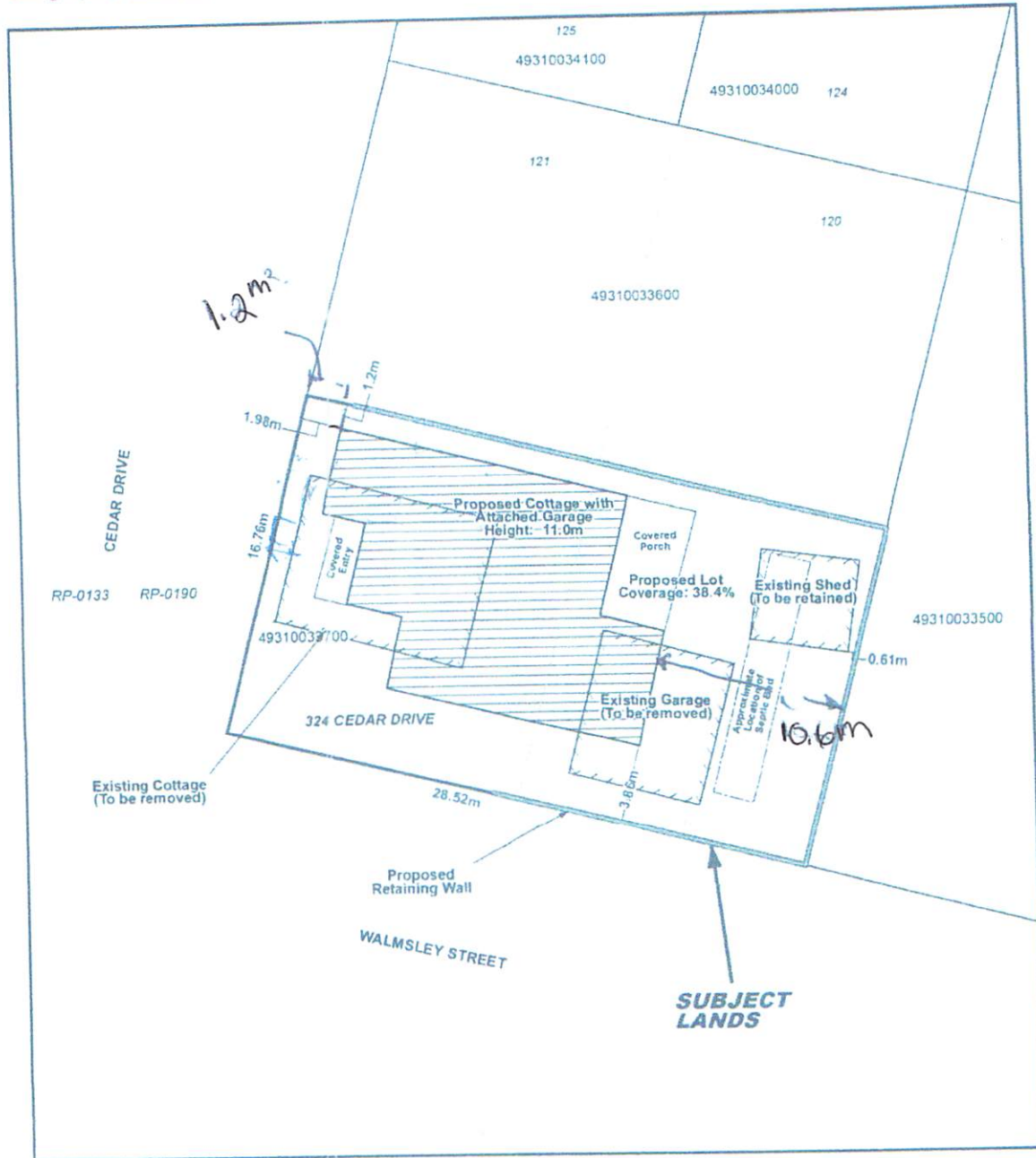
11/2/2022

- (H) - Holding
- HL - Hazard Land Zone
- RR - Resort Residential Zone



For more information, call: 519-426-5870 ext. 8095

LOCATION OF LANDS AFFECTED CONCEPTUAL PLAN Geographic Township of CHARLOTTEVILLE



Legend
[] Subject Lands



RECEIPT

LONG POINT REGION CONSERVATION AUTHORITY

4 Elm St., Tillsonburg, Ontario N4G 0C4
519-842-4242 or 1-888-231-5408 • Fax 519-842-7123
Website: www.lprca.on.ca

No. 12202

DATE March 10 2026

RECEIVED FROM HEG Homes Inc

ADDRESS 365261 evergreen st., RR1 Burgessville ON

DOLLARS CENTS

586 75

THE SUM OF

Five Hundred Eighty-six

75 DOLLARS
100

DESCRIPTION minor variance + Revision

HOW PAID		ACCOUNT	
CASH		CLIENT #	
CHEQUE	<u>7514</u>	INVOICE #	
OTHER			

PER [Signature]

7514

DATE 10 03 2026
D D M M Y Y Y Y

\$ 586.75

75
100 DOLLARS

[Signature]



ZONING DEFICIENCY FORM

RESORT RESIDENTIAL ZONE

PROPERTY INFORMATION

PLANNING APPLICATION NUMBER: ANPL2026061

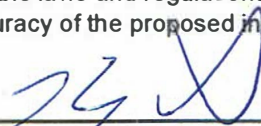
Applicant: HENRY GOOR - HEG HOMES INC.
Civic Address: 324 CEDAR DRIVE, TURKEY POINT
Legal Description: CHR PLAN 190 PT LOT 120 PT LOT 121 IRREG 0.12AC 55.00FR D
Roll Number: 3310493100337000000
Current zoning: RR - Resort Residential
Proposed building/use: Vacation Home
Existing uses on property: Vacation Home

ZONING PROVISIONS

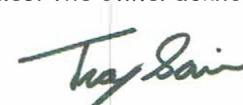
	Proposed	Required	Deficiency	Zoning By-Law Reference
Lot Area	N/A ha	0.4 ha	m2	5.8.2 a
Lot Frontage	N/A m	15 m	m	5.8.2 b
Front Yard Setback	1.2 m	6 m	4.8 m	5.8.2 c
Exterior Side Yard Setback	3.86 m	3.86 m	m	5.8.2 d
Interior Side Yard Setback(Left)	1.2 m	1.2 m	m	5.8.2 e
Interior Side Yard Setback(Right)	N/A m	1.2 m	m	5.8.2 e
Rear Yard Setback	10.6 m	9 m	m	5.8.2 f
Building Height	10 m	10 m	m	5.8.2 g
Maximum lot coverage	38.4 %	38.4 %	%	5.8.2 h
Number of parking spaces	2	2		4.9 a
Other:				

Comments: The front yard setback is deficient and requires relief. The deficient lot coverage, height, and exterior yard setback have been previously approved in minor variance application ANPL2022322

The "proposed" information and any supporting documentation have been submitted by the owner/applicant. The information provided above pertains solely to zoning requirements and does not exempt the owner from obtaining any required building permits or complying with applicable laws and regulations that are administered by other agencies. The owner acknowledges and accepts responsibility for the accuracy of the proposed information included in this form.

Signature: 

 Owner / Applicant



 Zoning Administrator

MARCH 16 / 2026

 Date

3/16/2026

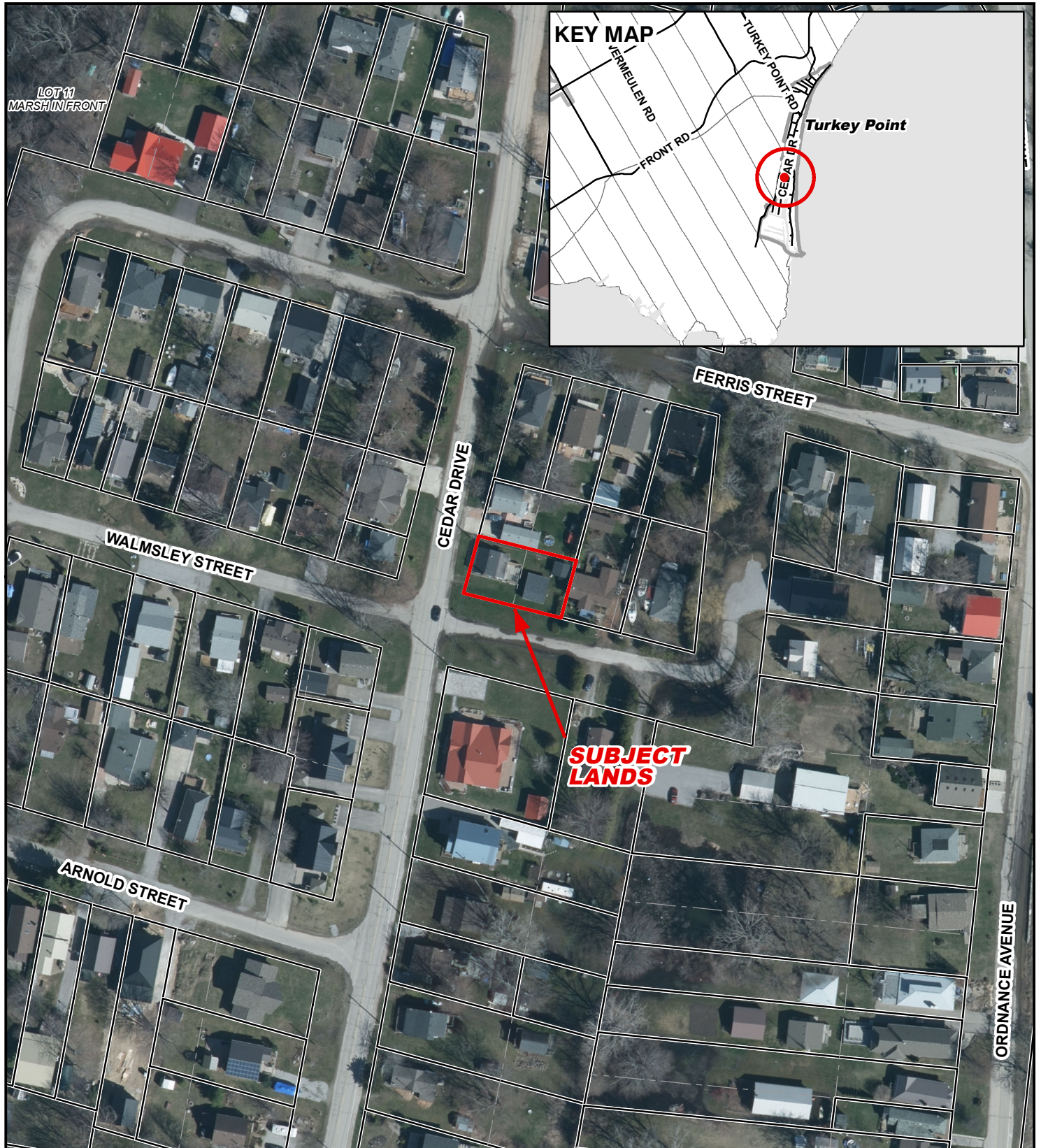
 Date

MAP A


ANPL2026061

CONTEXT MAP

Geographic Township of CHARLOTTEVILLE

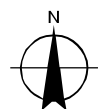


Legend

 Subject Lands

2020 Air Photo

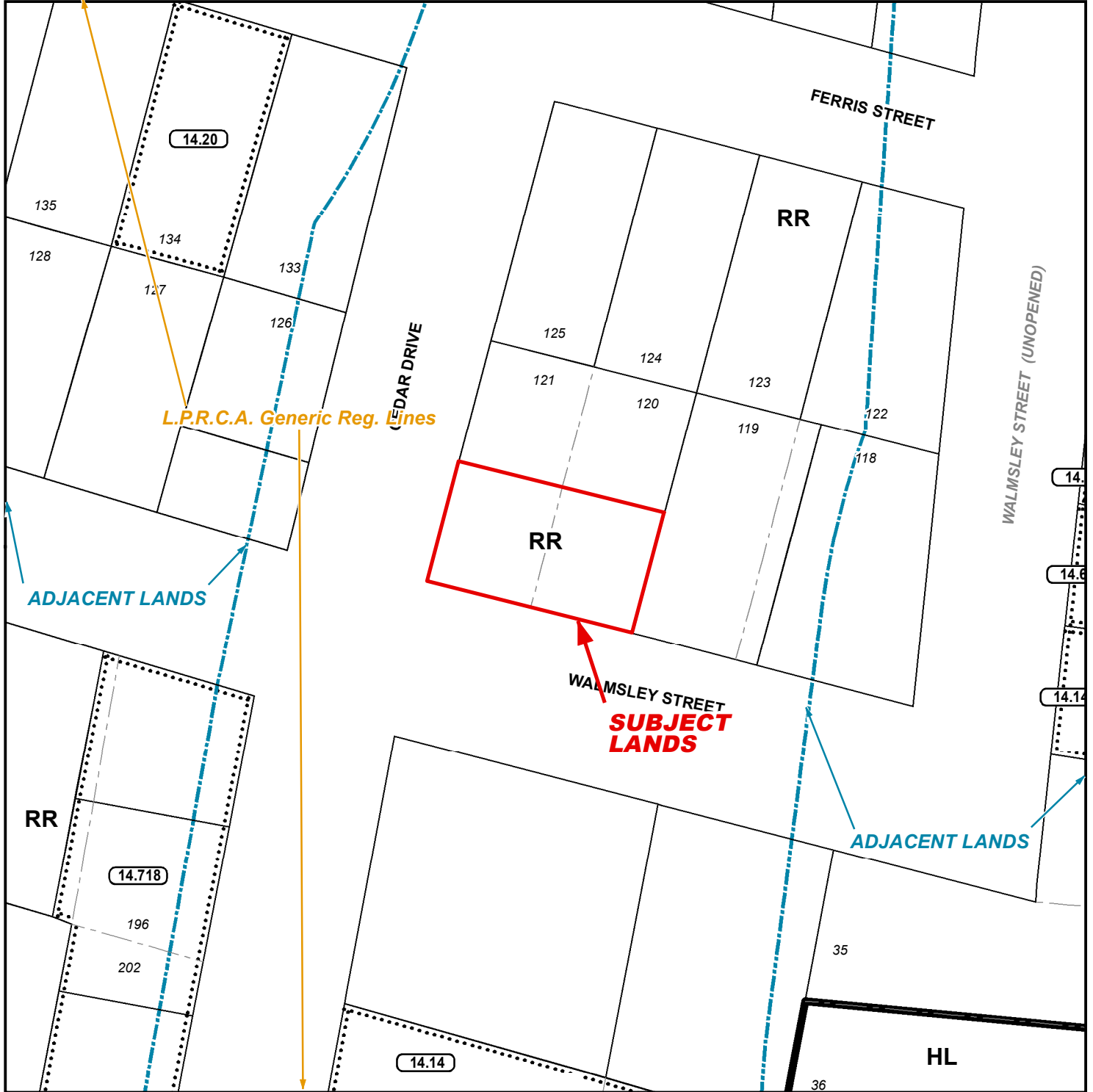
4/2/2026



10 5 0 10 20 30 40 Meters

MAP B
ZONING BY-LAW MAP
 Geographic Township of CHARLOTTEVILLE

ANPL2026061



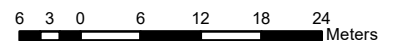
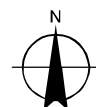
LEGEND

- Subject Lands
- Adjacent Lands
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

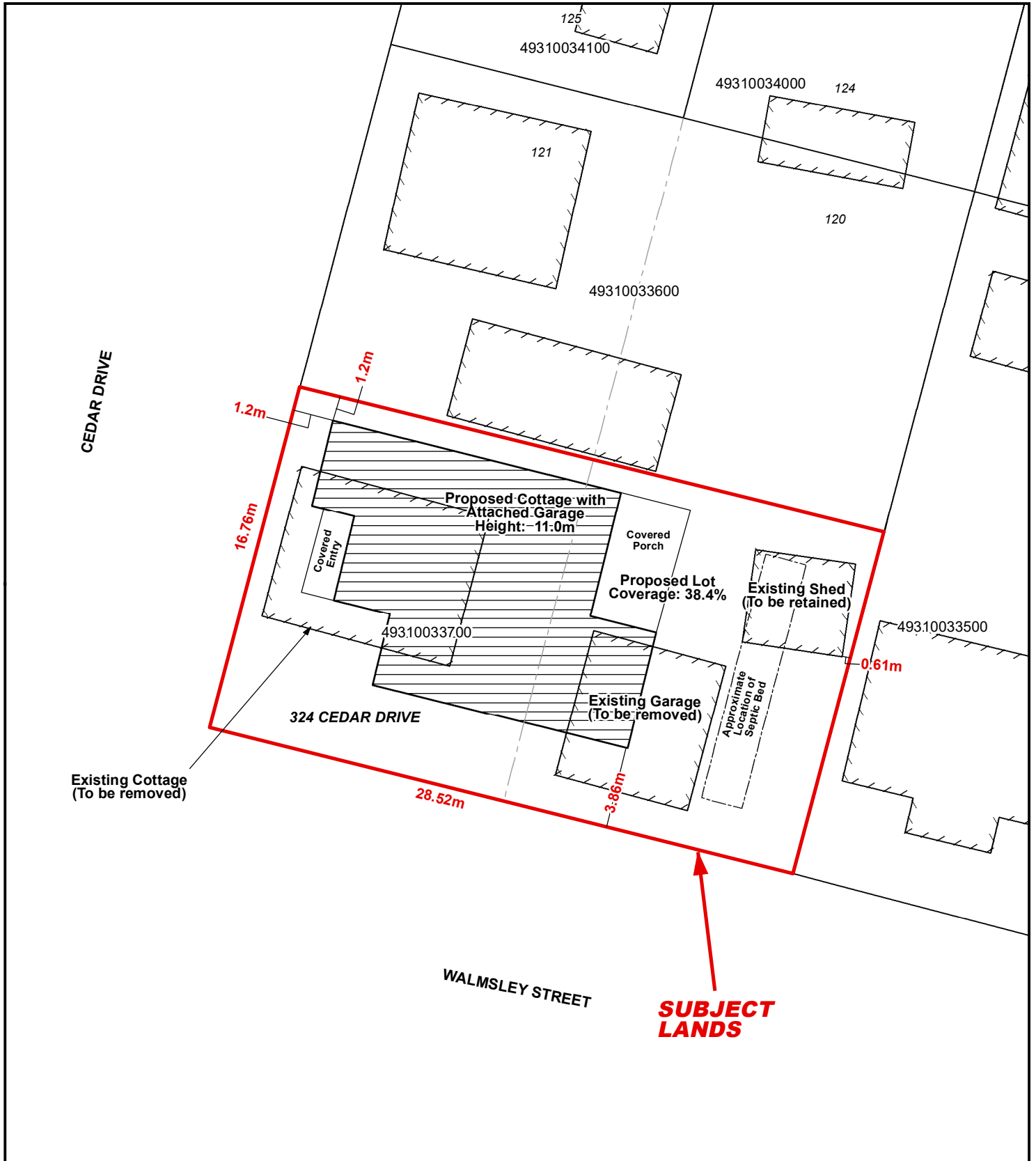
4/2/2026

- (H) - Holding
- HL - Hazard Land Zone
- RR - Resort Residential Zone




CONCEPTUAL PLAN

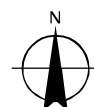
Geographic Township of CHARLOTTEVILLE



Legend

 Subject Lands

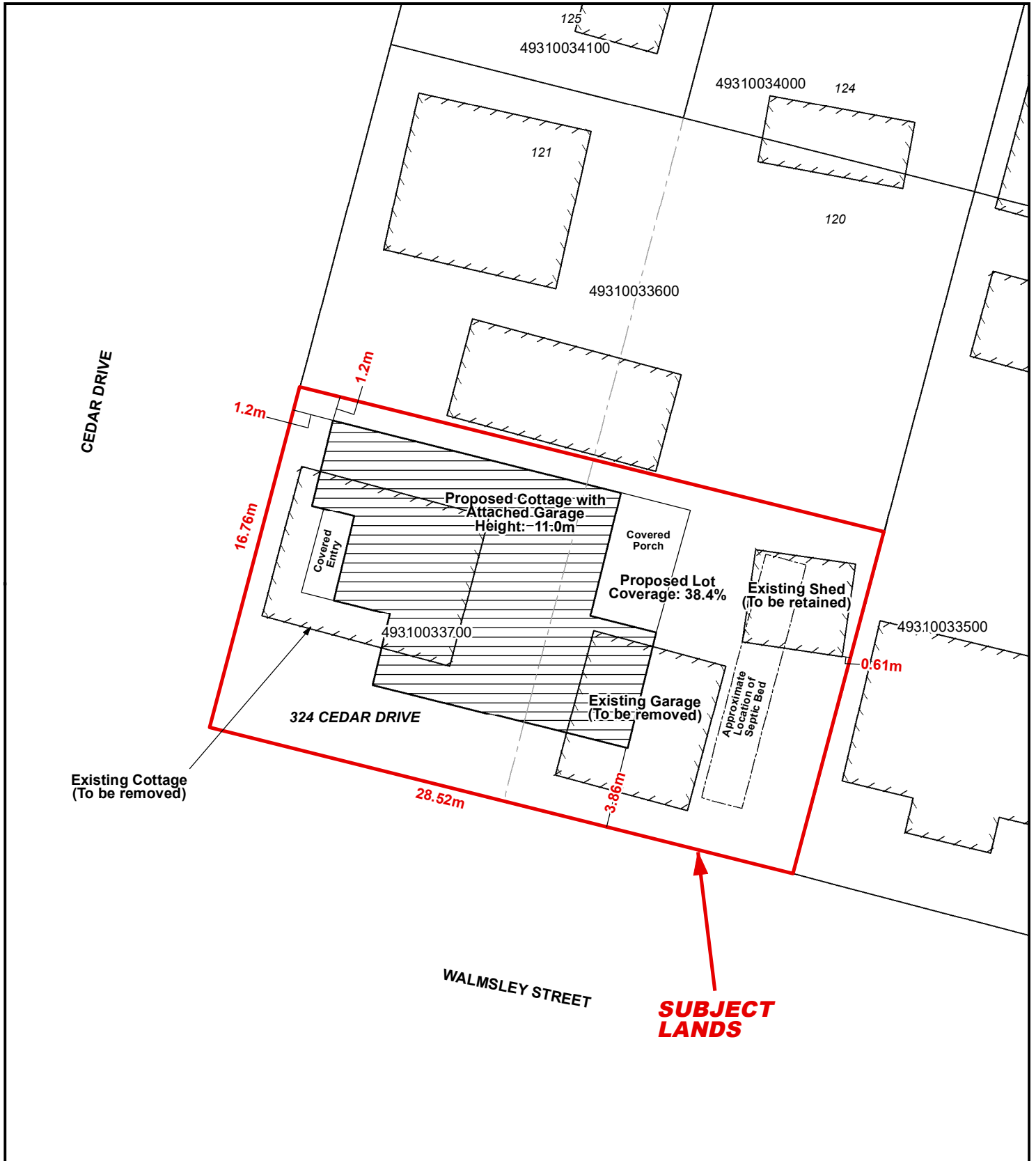
4/2/2026




2 1 0 2 4 6 8 Meters

CONCEPTUAL PLAN

Geographic Township of CHARLOTTEVILLE



Legend

 Subject Lands

4/2/2026

