

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: _____

A. Applicant Information

Name of Owner Rick Bergeron + Dianne Arn

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 873 James Street, Delhi

Town and Postal Code Delhi N4B 2C9

Phone Number _____

Cell Number _____

Email _____

Name of Authorized Applicant Linda Agnes Schelstraete

Address 867 James St.

Town and Postal Code Delhi N4B 2C9

Phone Number _____

Cell Number _____

Email _____

Name of Authorized Agent

R.C. Dixon

Address

277 Emily St.

Town and Postal Code

Simcoe, N3Y1J5

Phone Number

—

Cell Number

519-410-1632

Email

dixonr@amtelecom.net

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):

Windham R.P. 306 Pt. Block A

Municipal Civic Address:

873 James St. Delhi

Land acquisition date (if known):

—

Present Official Plan Designation(s):

Present Zoning:

Agriculture

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:

Residential

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)	40 ha.	2487 m ²	huge 39.8ha +/-
Lot frontage (m)	28.35 m		
Lot depth (m)	58.75 m		
Front Yard Setback (m)	22.4 m		
Left Side Yard Setback (m)	12.65 m ±		
Right Side Yard Setback (m)	2.65 (garage)		
Rear Yard Setback (m)	25 m ±		
Exterior side yard (if applicable) (m)	—		
Height (m)			
Lot coverage (%)	10% ±		
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:

local 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?

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:

this application is to formalize the resulting area
(residential lot in Agriculture Area)

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)

services are existing - no change

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:

Hwy. N^o 3 - existing

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.

I. Transfers, Easements and Postponement of Interest

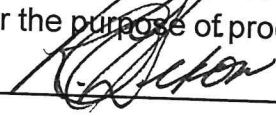
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner to undertake the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. The owner further acknowledges and agrees that 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.



Owner/Applicant/Agent Signature

12/01/26

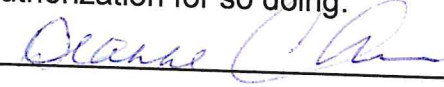
Date

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 Rick Bergeron & Dianne Arn am/are the registered owner(s) of the lands that is the subject of this application.

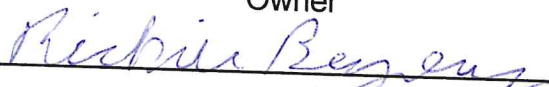
I/We authorize R. C. Dixon to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

x 

Owner

Jan 19 / 2026

Date

x 

Owner

Jan 19 / 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

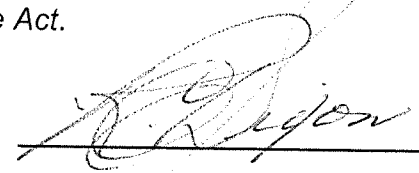
I, R. C. DIXON of Simcoe

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.


Owner/Applicant/Agent Signature

In NORFOLK COUNTY

This 25th day of MARCH 2026

A.D., 20 26



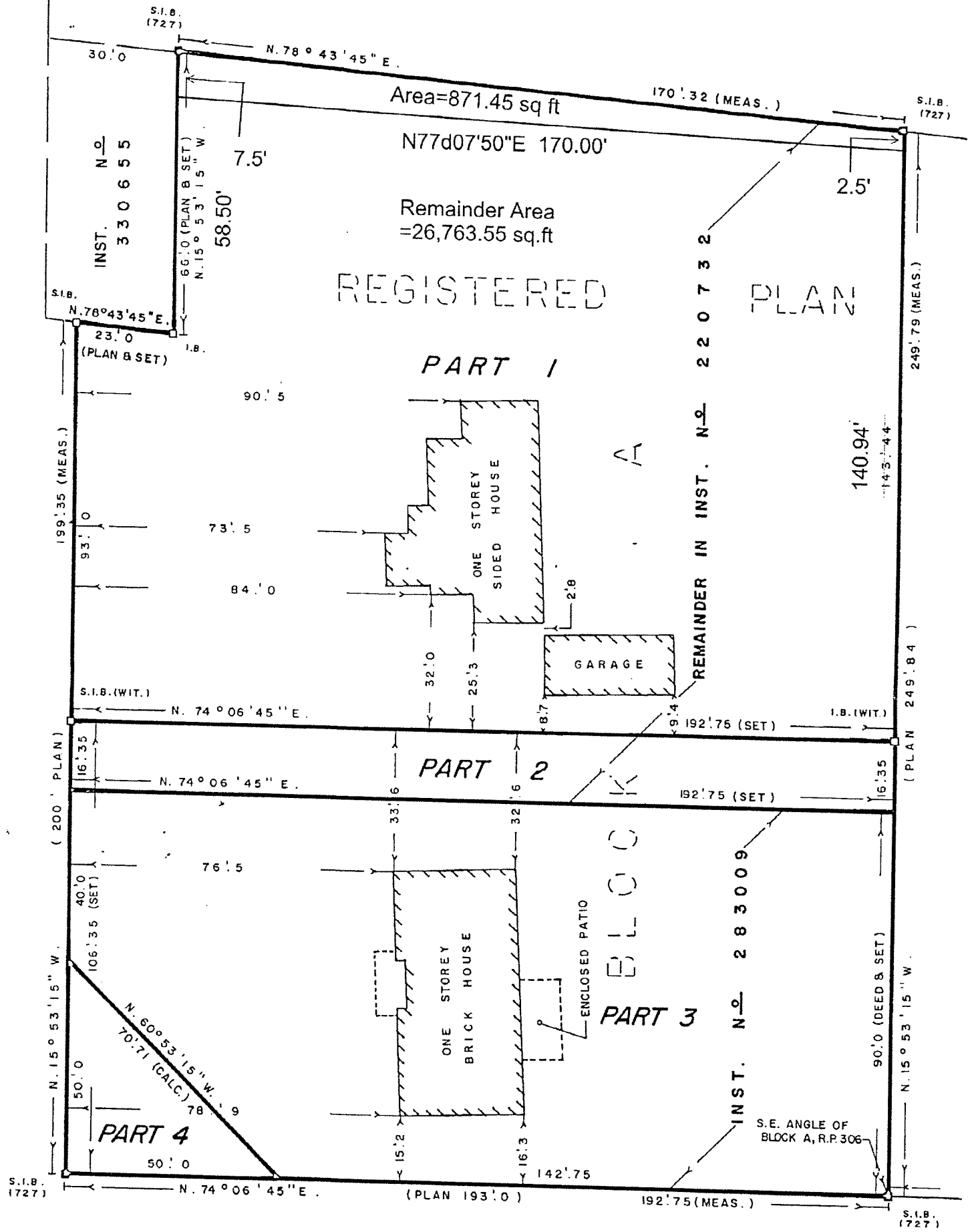
A Commissioner, etc.

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

CONCESSION

INST. N^o 390043

THE KING'S HIGHWAY N^o 3
(AS WIDENED BY REGISTERED PLAN 364)



TISDALE DRIVE (66')

SURVEYOR'S CERTIFICATE

- I HEREBY CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT AND THE REGULATIONS MADE THEREUNDER.
 2. THE SURVEY WAS COMPLETED ON THE 1ST DAY OF OCTOBER 1986.

DATED OCTOBER 27, 1986

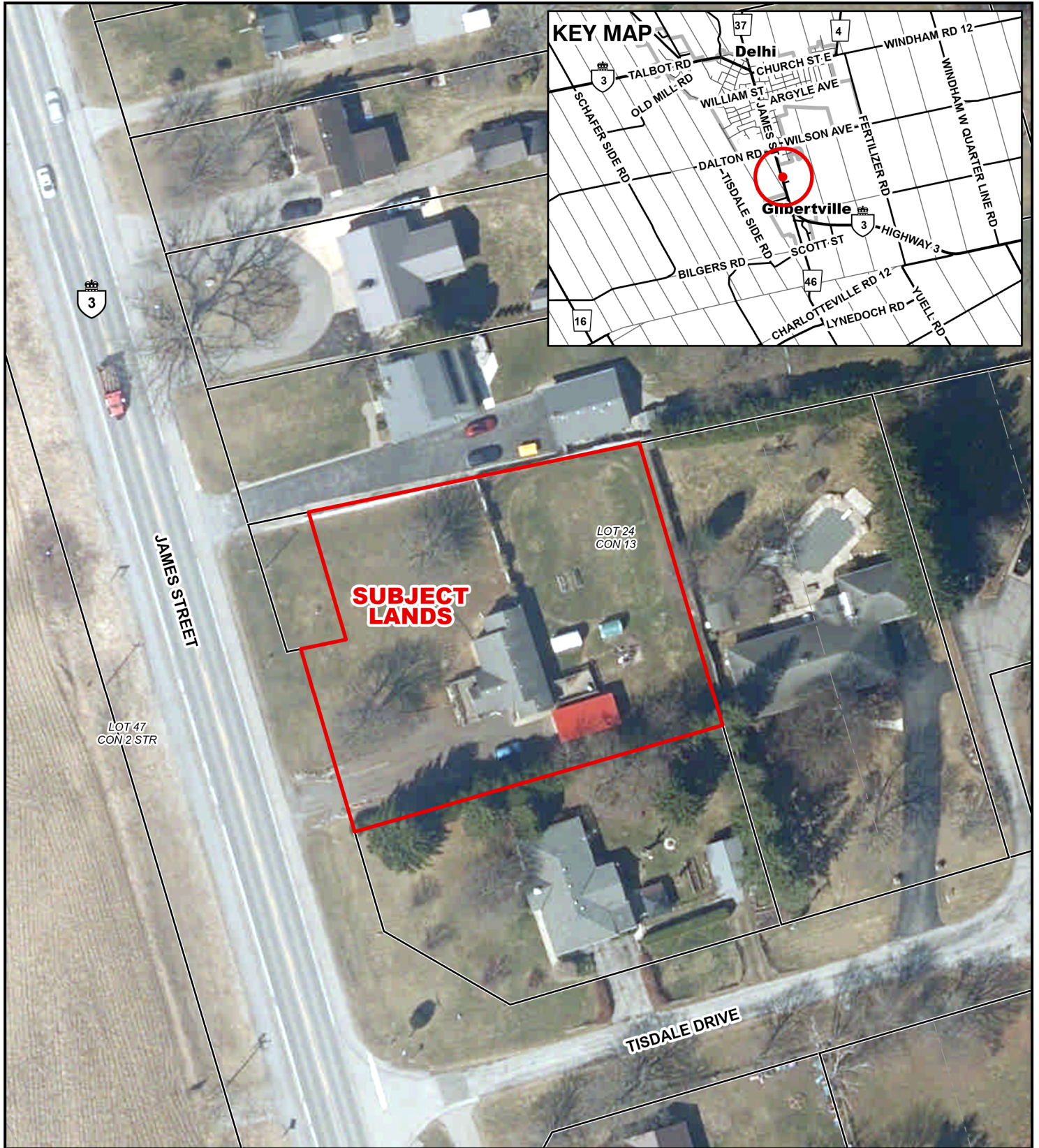
R. C. Dixon
R. C. DIXON
ONTARIO LAND SURVEYOR

MAP A


ANPL2026077

CONTEXT MAP

Geographic Township of WINDHAM

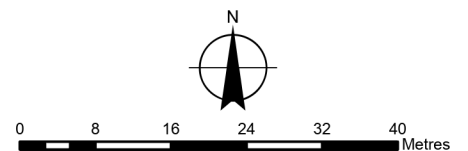


Legend

 Subject Lands

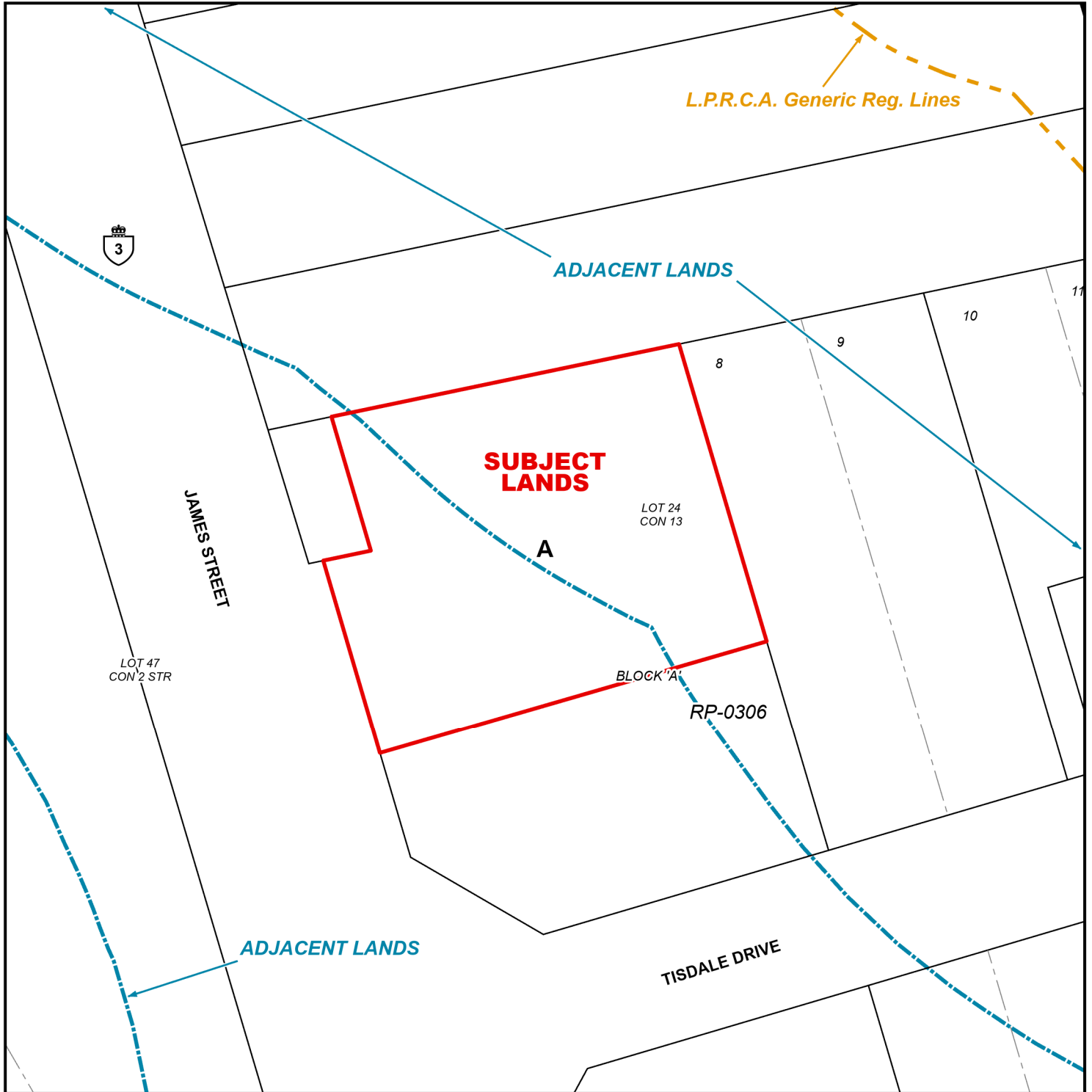
5/4/2026

2025 Air Photo



MAP B
ZONING BY-LAW MAP
 Geographic Township of WINDHAM

ANPL2026077



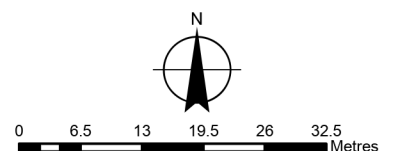
LEGEND

- Subject Lands
- Adjacent Lands
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

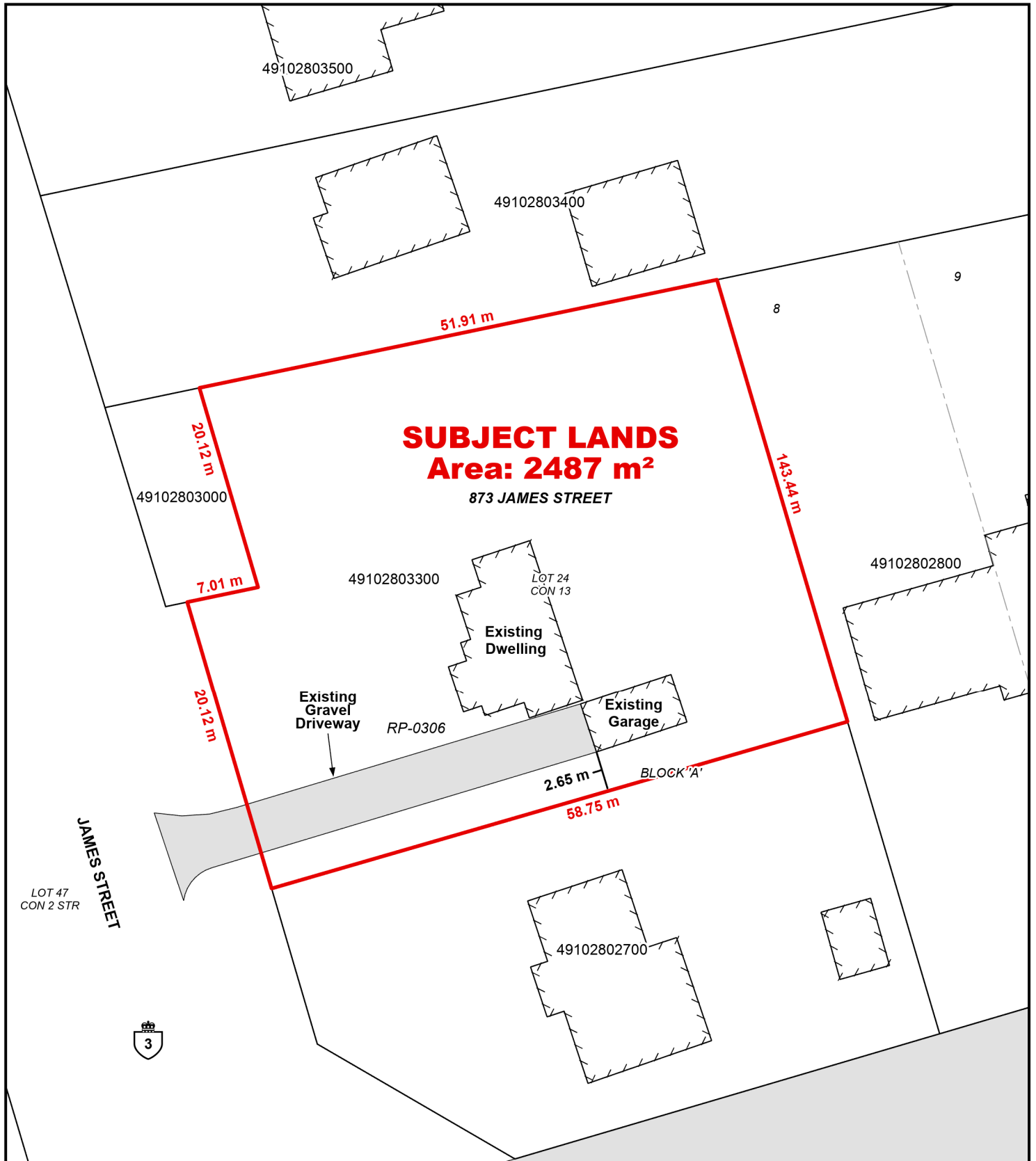
5/4/2026

- (H) - Holding
- A - Agricultural Zone
- OS - Open Space Zone



CONCEPTUAL PLAN

Geographic Township of WINDHAM



Legend

Subject Lands

5/4/2026

