THE CORPORATION OF NORFOLK COUNTY
COMMITTEE OF ADJUSTMENT

COMMENT REQUEST FORM

FILE NO: BNPL2013139

X	Building Department		Railway
X	Health Unit		Norfolk Power
X	Forestry Division	X	Hydro One
X	GIS Section		Ministry of Transportation
X	Fire/EMS	X	Union Gas
X	Public Works NOTE: If an agreement is req'd please attach the clauses you require in the agreement.	X	Norfolk Heritage Committee
			Conservation Authority

This Committee has received a consent/minor variance application concerning land within your jurisdiction. The proposal is explained on the attached application. If you require further information, please feel free to contact this office. In order to properly consider this application, the **Committee of Adjustment requires your comments by:**

September 3, 2013

APPLICANT: KONJEK KATARINA, 14 DUCHESS DR DELHI, ON N4B 2W3

AGENT: FLORIAN LOSCHAN, 12 DUCHESS DR DELHI, ON N4B 2W3

LOCATION: WDM PLAN 334 LOT 48 & 49 PT, LOT 47 (Duchess Drive)

ASSESSMENT ROLL NO.: 331049102477000000

PROPOSAL:
An application has been received to sever a parcel having a frontage of 40.58 m, a depth of 40.5 m, a width 40.58 m, having an area of 1646.7 sq m and retain a parcel having an area of 1646.7 sq m as the creation of a new lot in the urban area of Delhi.

PLEASE REPLY BY EMAIL DIRECTLY TO:

SHIRLEY CATER, MCIP, RPP, ECD
60 Colborne Street South, Simcoe ON N3Y 4H3
(519) 426-5870 ext: 1290
EMAIL: shirley.cater@norfolkcounty.ca

COMMITTEE OF ADJUSTMENT DECISION:

If you wish to be notified of the Decision of Norfolk County, Committee of Adjustment in respect of the proposed application, you must make a written request to:

Meghan Steinhoff, Secretary-Treasurer
P.O. Box 128, 22 Albert Street, Langton ON N0E 1G0
Phone: (519) 875-4485 ext 1835; Fax: (519) 875-4789
meghan.steinhoff@norfolkcounty.ca

APPEALS TO THE ONTARIO MUNICIPAL BOARD:

If a person or public body that files an appeal of a Decision of Norfolk County Committee of Adjustment in respect of the proposed consent or variance does not make written submission to the Norfolk County Committee of Adjustment, before it gives or refuses to give a provisional consent or variance, the Ontario Municipal Board may dismiss the appeal.

CIRCULATION DATE: August 15, 2013

CONSENT / SEVERANCE

Office Use: fee $ 1089.00 2

File Number: BN-PL2013139

Related File: ZNPL2012122

Fees Submitted: ✓

Application Submitted: ✓

Sign Issued: ✓

Complete Application: ✓

This development application must be typed or printed in ink and completed in full. An incomplete or improperly prepared application may not be accepted and could result in processing delays. KR

Property assessment roll number: 3310-49102478000/-49102477000

- [x] Creation of a new lot
- [ ] Surplus Dwelling
- [ ] Farm Split
- [ ] Other (lease / charge)
- [ ] Boundary adjustment
- [ ] Easement
- [ ] Right-of-way

A. APPLICANT INFORMATION

Name of Applicant [1]: Katarina Konjek — Phone #:

Address: 14 Duchess Dr — Fax #:

Town / Postal Code: Delhi, ON N4B 2W3 — E-mail:

[1] If the applicant is a numbered company provide the name of a principal of the company.

AGENT INFORMATION

Name of Agent: Florian Loschan — Phone #: 519582-3104

Address: 12 Duchess Dr. — Fax #:

Town / Postal Code: Delhi, ON N4N 2W3 — E-mail:

OWNER(S) INFORMATION Please indicate name(s) *exactly* as shown on the Transfer/Deed of Land

Name of Owners [2]: Same as Applicant above — Phone #:

Address: — Fax #:

Town / Postal Code: — E-mail:

[2] 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.

Please specify to whom all communications should be sent [3]: ☐ Applicant ☑ Agent ☐ Owner

[3] Unless otherwise directed, all correspondence, notices, etc., in respect of this development application will be forwarded to the Applicant noted above, except where an Agent is employed, then such will be forwarded to the Applicant and Agent.

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

B. LOCATION/LEGAL DESCRIPTION OF SUBJECT LANDS

Geographic Township	Windham	Urban Area or Hamlet	
Concession Number		Lot Number(s)	
Registered Plan Number	334	Lot(s) or Block Number(s)	Pt Lots 47, all 48, 49 and 50
Reference Plan Number		Part Number(s)	
Frontage (metres/feet)	121.73m	Depth (metres/feet)	40.6m
Width (metres/feet)	121.73	Lot area (m^2 / ft^2 or hectares/acres)	4940.1m2
Municipal Civic Address	Duchess Dr.		

For questions regarding requirements for a municipal civic address please contact NorfolkGIS@norfolkcounty.ca.

To obtain your municipal civic address for the severed lands please contact your local building inspector.

Are there any easements or restrictive covenants affecting the subject lands?

☐ Yes ☑ No IF YES, describe the easement or covenant and its effect:

C. PURPOSE OF DEVELOPMENT APPLICATION

Please explain what you propose to do on the subject lands/premises which makes this development application necessary (if additional space is required, please attach a separate sheet):

creating two vacant lots.

Name of person(s), if known, to whom lands or interest in lands is to be transferred, leased or charged (if known):

Unknown

If a boundary adjustment, identify the **assessment roll number** and **property owner** of the lands to which the parcel will be added:

CONSENT / SEVERANCE

If the application involves the severance of a surplus farmhouse (through farm amalgamation), please list all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation:

Owners Name and Address (including those with part interest) **Assessment Roll No.** (obtained from your tax bill)	**Geographic Township Concession and Lot #**	**Total Acreage** (individual property)	**Acres Workable** (individual property)	**Existing Farm Type** (individual property e.g. corn production, orchard, tobacco)	**Dwelling Present**	**Year Dwelling Built**
SUBJECT LANDS						
OTHER					☐ Yes ☐ No	
					☐ Yes ☐ No	
					☐ Yes ☐ No	
					☐ Yes ☐ No	
					☐ Yes ☐ No	
					☐ Yes ☐ No	

If the application proposes to divide a farm into two smaller agricultural parcels, please complete the following:

Description of Land	**Lands to be Severed**	**Lands to be Retained**
Area under cultivation	(m² / ft² or hectares/acres)	(m² / ft² or hectares/acres)
Woodlot area	(m² / ft² or hectares/acres)	(m² / ft² or hectares/acres)
Existing crops grown (type and area)		
Proposed crops grown (type and area)		

Description of Existing Buildings	**Lands to be Severed**	**Lands to be Retained**
Residence	☐ Yes ☐ No	☐ Yes ☐ No
Livestock barn	☐ Yes ☐ No Tobacco only	☐ Yes ☐ No
Type of livestock		
Capacity of barn		
Manure storage	☐ Yes ☐ No	☐ Yes ☐ No
Type of manure storage		

CONSENT / SEVERANCE

Description of land intended to be **SEVERED**: Part 2

Frontage (metres/feet)	40.58m	Depth (metres/feet)	40.76m
Width (metres/feet)	40.58m	Lot area (m² / ft² or hectares/acres)	1646.7m2
		PROPOSED FINAL LOT SIZE (if boundary adjustment)	

Existing use: vacant lot

Proposed use: residential

Number and type of buildings and structures **EXISTING** on the land to be severed, please describe in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area:
Vacant

Number and type of buildings and structures **PROPOSED** on the land to be severed, please describe in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area:
New residential dwelling

Description of land intended to be **RETAINED**: Parcel 1 and Parcel 3

Frontage (metres/feet)	#1- 40.4m, #3- 40.6m	Depth (metres/feet)	#1- 40.7m, #3- 40.5m
Width (metres/feet)	#1- 40.4m, #3- 40.6m	Lot area (m² / ft² or hectares/acres)	#1- 1646.7m2, #3-1646.7m2

Existing use: #1- residential #3- vacant

Proposed use: #1 and #3 - residential

Number and type of buildings and structures **EXISTING** on the land to be retained, please describe in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area:
#1- singe detached dwelling and shed #3 - vacant

Number and type of buildings and structures **PROPOSED** on the land to be retained, please describe in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area:
#1- no change, #3- new dwelling

Description of proposed **RIGHT OF WAY/EASEMENT**:

Frontage (metres/feet)		Depth (metres/feet)	
Width (metres/feet)		Lot area (m² / ft²)	

Proposed use:

D. PROPERTY INFORMATION

Present official plan designation(s): Residential

Present zoning: R1 with special provisions By-law 25-Z-2013

Has the owner previously severed any lands from this subject land holding or any other lands the owner has interest in since August 24, 1978?

☐ Yes ☑ No ☐ Unknown

If yes, indicate the file number and the status/decision: _____

Has any land been severed from the parcel originally acquired by the owner of the subject lands?

☐ Yes ☑ No ☐ Unknown

If yes, indicate the file number and the status/decision: _____

Number of separate parcels that have been created: _____

Date(s) these parcels were created: _____

Name of the transferee for each parcel: _____

Uses of the severed lands: _____

If this application proposes to sever a dwelling made surplus through farm amalgamation, when were the farm properties amalgamated? _____

Date of construction of the dwelling proposed to be severed: _____

Date of purchase of subject lands: _____

E. 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: _____

Has the grading of the subject lands been changed through excavation or the addition of earth or other material?

☐ Yes ☑ No ☐ Unknown

Has a gas station been located on the subject lands or adjacent lands at any time?

☐ Yes ☑ No ☐ Unknown

Has there been petroleum or other fuel stored on the subject lands or adjacent lands at any time?

CONSENT / SEVERANCE

☐ Yes ☑ No ☐ Unknown

Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites?

☐ Yes ☑ No ☐ Unknown

Provide the information you used to determine the answers to the above questions:
Knowledge of owner

If you answered yes to any of the above questions, 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. STATUS OF OTHER PLANNING DEVELOPMENT APPLICATIONS

Has the subject land or land within 120 metres of it been or is now the subject of an application under the *Planning Act, R.S.O. 1990, c. P. 13* for:

(a) a minor variance or a consent;
(b) an amendment to an official plan, a zoning by-law or a Minister's zoning order; or
(c) approval of a plan of subdivision or a site plan?

☑ Yes ☐ No ☐ Unknown

If yes, indicate the following information about **each application**: If additional space is required, attach a separate sheet.

File number: ZNPL2012122

Land it affects: Lot 50, 49, 48 and part 47

Purpose: Zoned R1 also permits development on private services

Status/decision: approved

Effect on the requested amendment: permits severances to proceed

Is the above information for other planning developments applications attached? ☐ Yes ☑ No

G. PROVINCIAL POLICY

CONSENT / SEVERANCE

Is the requested application consistent with the provincial policy statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*?

☑ Yes ☐ No

If no, please explain:

Are the subject lands within an area of land designated under any provincial plan or plans?

☐ Yes ☑ No

If yes, does the requested application conform to or does not conflict with the provincial plan or plans:

Are any of the following uses or features on the subject lands or within 500 metres (1,640 feet) of the subject lands, unless otherwise specified? Please check the appropriate boxes, if any apply.

Use or Feature	On the Subject Lands	Within 500 Metres (1,640 feet) of Subject Lands (Indicate Distance)
Livestock facility or stockyard (if yes, complete Form 3 – available upon request)	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Wooded area	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Municipal landfill	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Sewage treatment plant or waste stabilization plant	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Provincially significant wetland (class 1, 2 or 3) or other environmental feature	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Floodplain	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Rehabilitated mine site	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Non-operating mine site within one kilometre	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Active mine site within one kilometre	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Industrial or commercial use (specify the use(s))	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Active railway line	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Seasonal wetness of lands	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Erosion	☐ Yes ☑ No	☐ Yes ☑ No distance _____
Abandoned gas wells	☐ Yes ☑ No	☐ Yes ☑ No distance _____

H. SERVICING AND ACCESS

WATER SUPPLY	SEVERED	RETAINED
Municipal piped water	☐	☐

CONSENT / SEVERANCE

Communal Wells	☐	☐
Individual Wells	☑	☑

Other means (describe)_____

SEWAGE TREATEMENT	**SEVERED**	**RETAINED**
Municipal Sewers	☐	☐
Communal System	☐	☐
Septic tank and tile bed	☑	☑

Other means (describe)_____

STORM DRAINAGE	**SEVERED**	**RETAINED**
Storm Sewers	☐	☐
Open ditches	☑	☑

Other (describe)_____

Have you consulted with Public Works & Environmental Services concerning stormwater management? ☐ Yes ☑ No

Has the existing drainage on the subject lands been altered? ☐ Yes ☑ No

Does a legal and adequate outlet for storm drainage exist? ☑ Yes ☐ No ☐ Unknown

Existing or proposed access to the **RETAINED** lands:

- ☐ Unopened road
- ☑ Municipal road maintained all year
- ☐ Municipal road maintained seasonally
- ☐ Provincial highway
- ☐ Right-of-way
- ☐ Other (describe below)

If other, describe:_____

Name of road/street: Duchess Dr.

Existing or proposed access to **SEVERED** lands:

- ☐ Unopened road
- ☑ Municipal road maintained all year
- ☐ Municipal road maintained seasonally
- ☐ Provincial highway
- ☐ Right-of-way
- ☐ Other (describe below)

If other, describe:_____

Name of road/street: Duchess Dr.

I. OTHER INFORMATION

Is there a time limit that affects the processing of this development application? ☐ Yes ☑ No
If yes, describe:_____

Is there any other information that you think may be useful in the review of this development application? If so, explain below or attach on a separate page.

BNPL203139 +140

Norfolk County
Working together with our community to provide quality services.

Evaluation Form for Existing On-Site Sewage Systems

Date: July 2009

Office Use Only	**File No.:**		**Date Received:**
Property Information	Municipal Address: 14. Duchess Ave		
Owner:		Lot:	Concession:
Lot Area:	Lot Frontage:	Assessment Roll No.	
Purpose of Evaluation	☐ Consent ☐ Minor Variance ☐ Site Plan ☑ Zoning ☐ Other _____		
Building Information	☑ Residential ☐ Commercial ☐ Industrial ☐ Agricultural		
Building Area: 140 m²	No. of Bedrooms: 3	No. of Fixture Units: 18	Is the building currently occupied? Yes / ~~No~~ If No, how long?
Evaluator's Information	Evaluator's Name: Larry Dedrick	Company Name: Dedrick Bros. Exc. Ltd.	
Address: RR#, , Delhi		Postal Code: N4B 2A4	Phone: 519-582-2069
Email:		BCIN # 16930	
Site Evaluation	Ground Cover (trees, bushes, grass, impermeable surface): Grass, Trees.		Soil Type: Sand.
Site Slope: ☐ Flat ☑ Moderate ☐ Steep	Soil Conditions: ☐ Wet ☑ Dry		Depth of Water Table: 16 ft.
Surface Discharge Observed: ~~Yes~~ No	Odour Detected: ~~Yes~~ No		Current Weather (at time of evaluation): Sunny
System Evaluation	Class of System: ☐ 1 (Privy) ☐ 2 (Greywater) ☐ 3 (Cesspool) ☑ 4 (Leaching Bed) ☐ 5 (Holding Tank)		
Tank: ☑ Pre-cast ☐ Plastic ☐ Fibre Glass ☐ Wood ☐ Other _____		Size: 800 Gal.	Pump: ~~Yes~~ No
Distribution System: Area: ☑ Trench Bed ☐ Filter Medium	No. of Tile Runs: 6	Total Length of Tile: 300 ft.	Distance Between Tile Runs: 6 ft
Tile Material: ☑ PVC ☐ Clay ☐ Other	Ends: ☑ Capped ☐ Joined	Cover: ☐ Filter Cloth ☐ Sand ☑ Top Soil ☑ Seeded	

Setbacks:	Tank	Distribution Pipe
Distance to Buildings & Structures (ft)	8 ft.	25 ft
Distance to Bodies of Water (ft)	500 ft	500 ft
Distance to Nearest Well (ft)	60 ft	75 ft
Distance to Proposed Property Lines	Front ~~30 ft~~ 60 ft Rear 60 ft Side 40 ft Side 90 ft	Front ~~85 ft~~ 85 ft Rear 10 ft Side 10 ft Side 10 ft

OVERALL SYSTEM RATING	☑ System Working Properly / No Work Required ☐ System Functioning / Maintenance Required ☐ System Not Functioning / Minor Repair Required ☐ System Failure/Major Repair / Replacement Required Note: Any repair/replacement of an on site sewage system requires a building permit. Contact the Norfolk County Building Division at (519) 426-4377 for more information.
	Additional Comments:

VERIFICATION

OWNER:
The owner is responsible for having a site evaluation conducted of the above mentioned property. Neither the evaluation nor the approval thereof shall in any way exempt the owner(s) from complying with the Ontario Building Code or any other applicable law.

I, _____ (the owner of the subject property) hereby authorize the above mentioned evaluator to act on my behalf with respect to all matters pertaining to the existing on-site sewage system evaluation.

_____ _____
Owner Signature Date

EVALUATOR:

1. I, Larry Dedrick declare that this site evaluation is accurate as of the date of inspection. No determination of future performance can be made due to unknown conditions, future water usage over the life of the system, abuse of the system and/or inadequate maintenance, all of which may adversely affect the life of the system. This evaluation does not grant or imply any guarantee or warranty of the future performance of the sewage system. The undersigned takes no responsibility for the accuracy of existing or proposed property lines, whether measured or implied.

Larry E Dedrick July 15/13
Evaluator Signature Date

BUILDING DIVISION COMMENTS

Comments: _____

_____

I, _____ have reviewed the information contained in this form as submitted.

_____ _____
Chief Building Official or designate Date

Revised: March 24, 2011

On Site Sewage Disposal System Location Plan

DATE: July 15/ 13

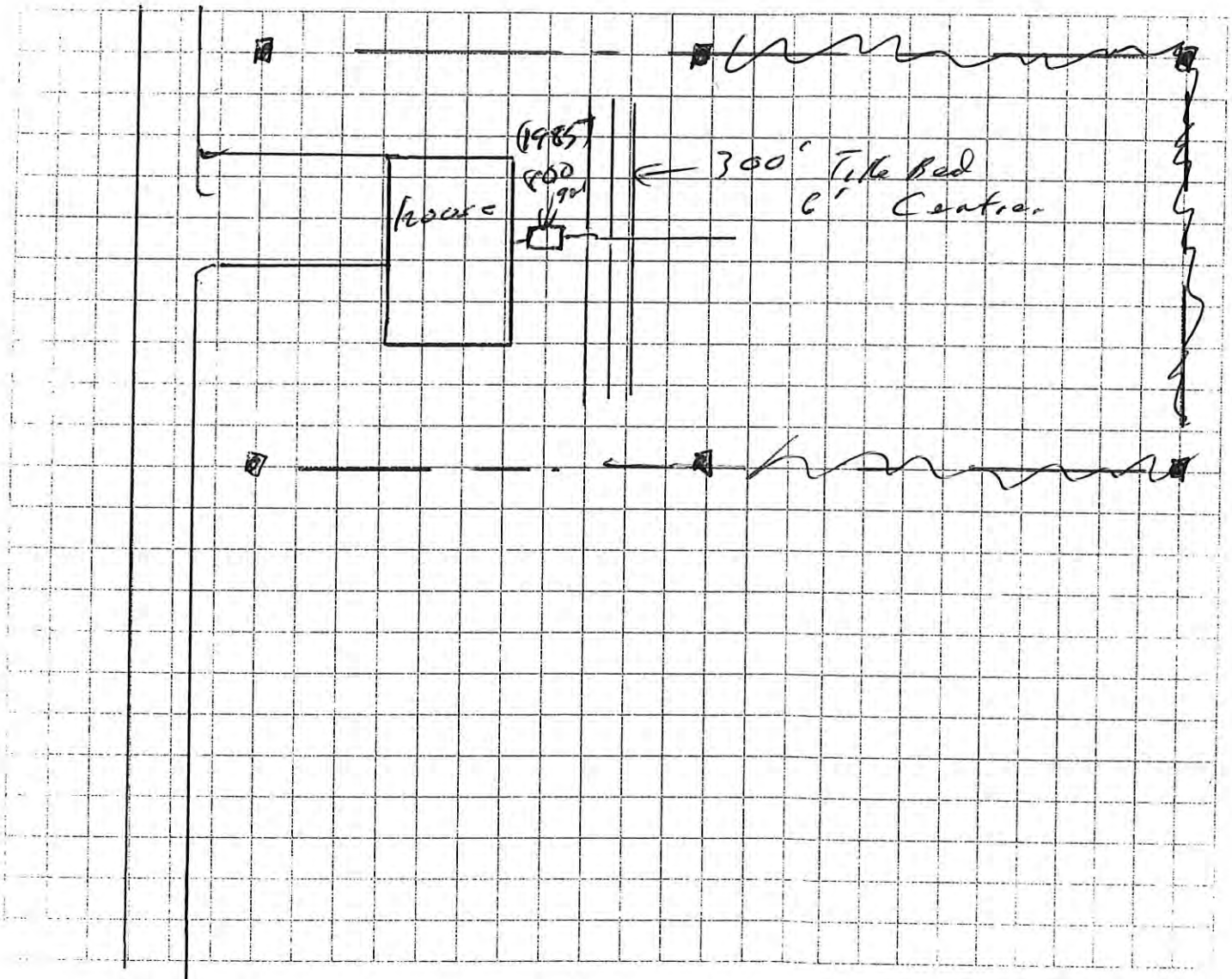
APPLICATION NUMBER: _____

OWNER _____

EVALUATOR Larry E-Pedrick

PROPERTY ADDRESS _____

Please provide a DIMENSIONED sketch drawing indicating EXISTING AND PROPOSED property lines, existing roads and driveways, location of all existing buildings, location of existing wells, and location of existing septic tanks and tile beds.



PREPARED BY: _____

NOTE: The above sketch is not to exact scale.

MAP 1
File Number: BNPL2013139 & BNPL2013140

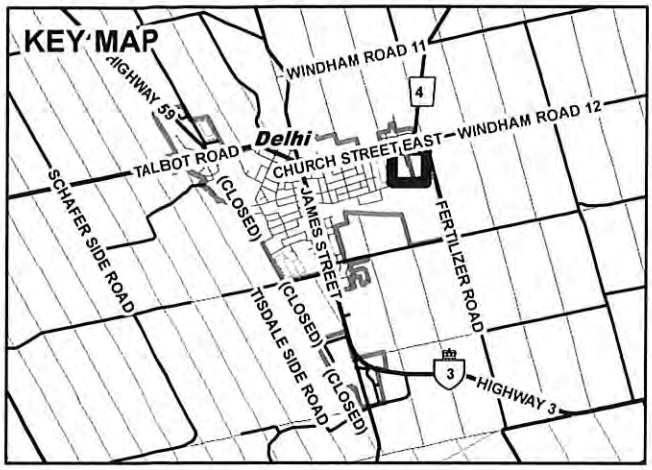
Geographic Township of

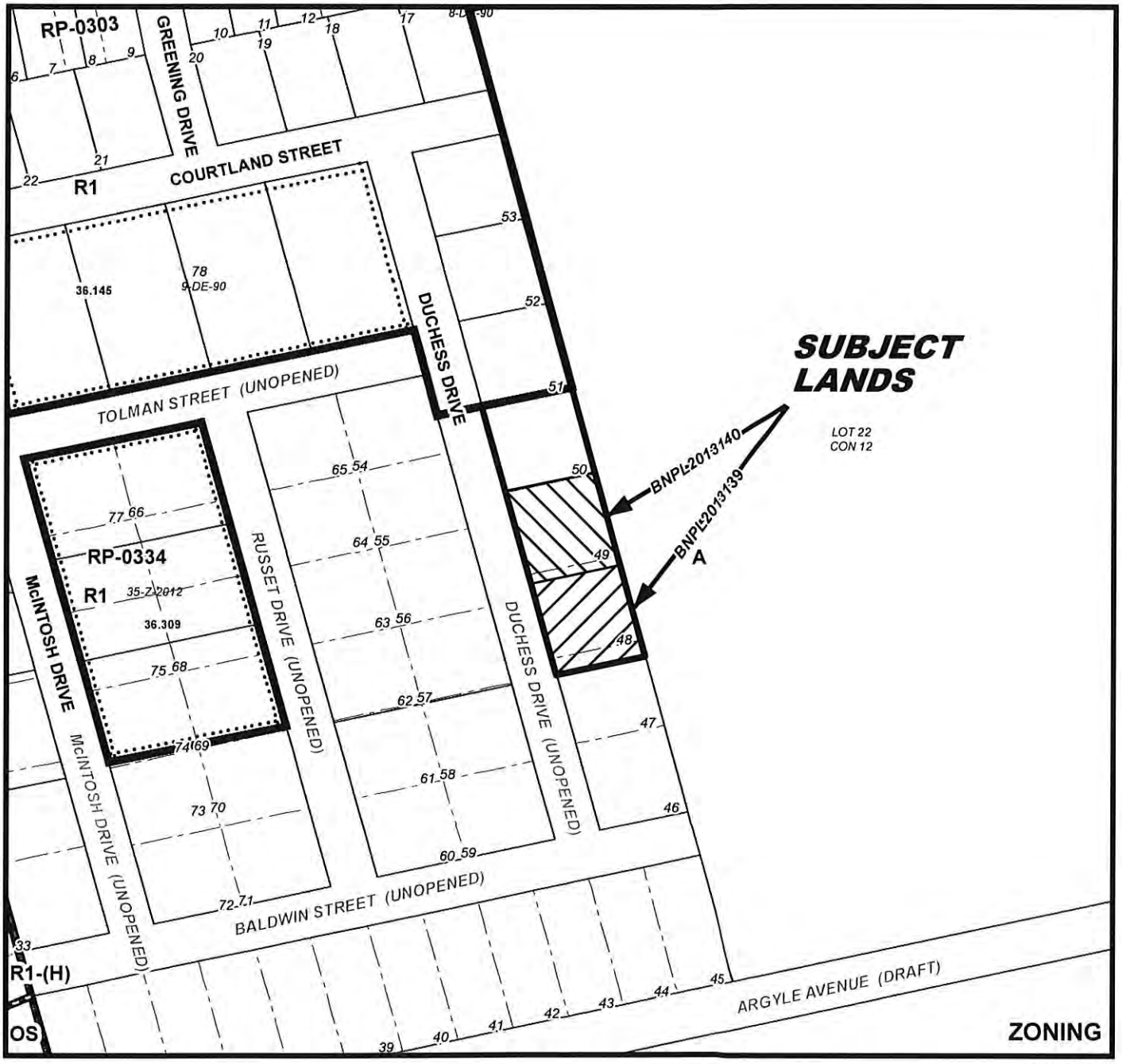
WINDHAM

N
W E
S

1:2,500

20 10 0 20 40 60 80 Meters





12/08/2013

MAP 2
File Number: BNPL2013139 & BNPL2013140
Geographic Township of WINDHAM

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W E
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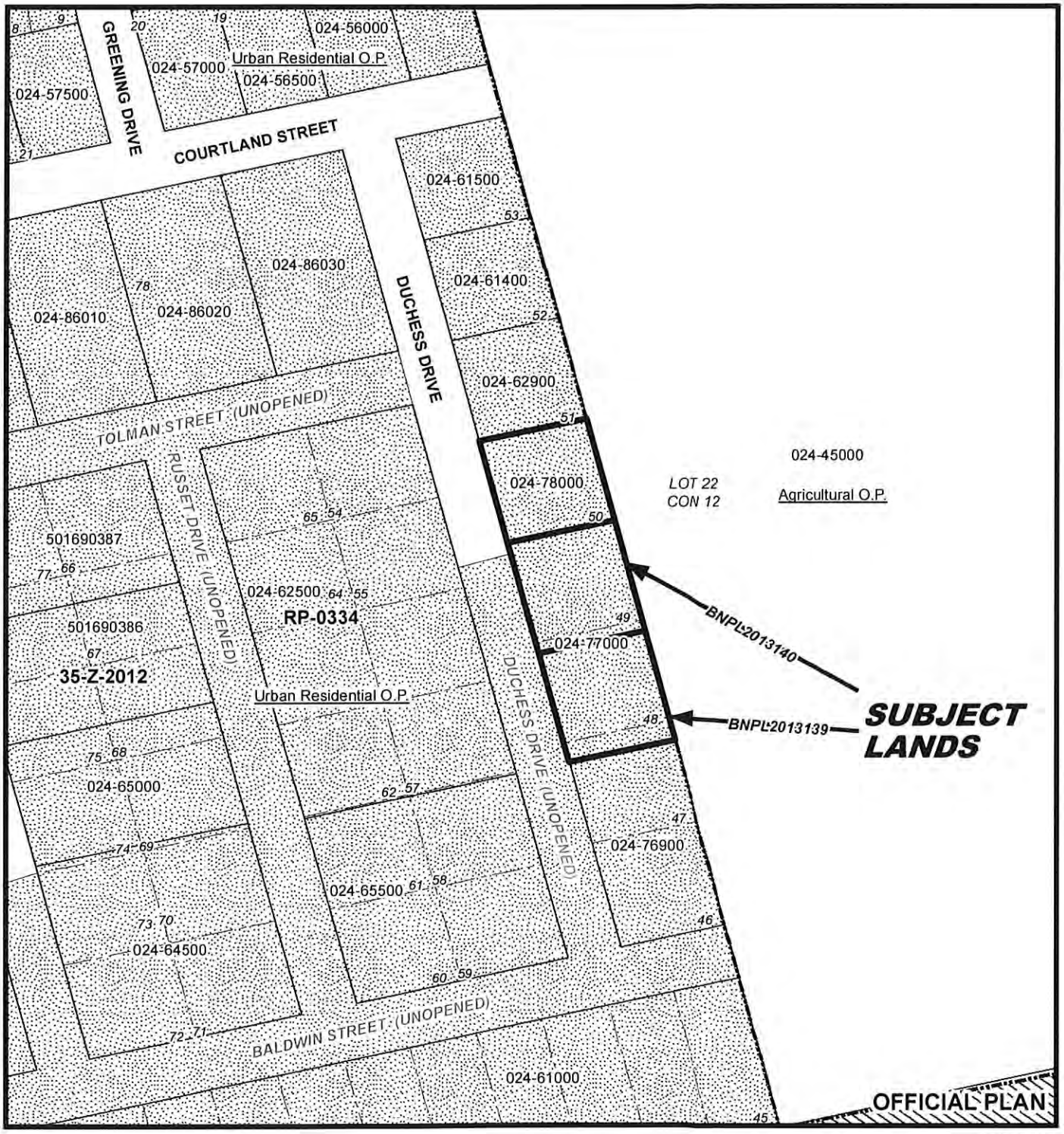
8 4 0 8 16 24 32 Meters

1:2,000



13/08/2013

MAP 3
File Number: BNPL2013139 & BNPL2013140
Geographic Township of WINDHAM

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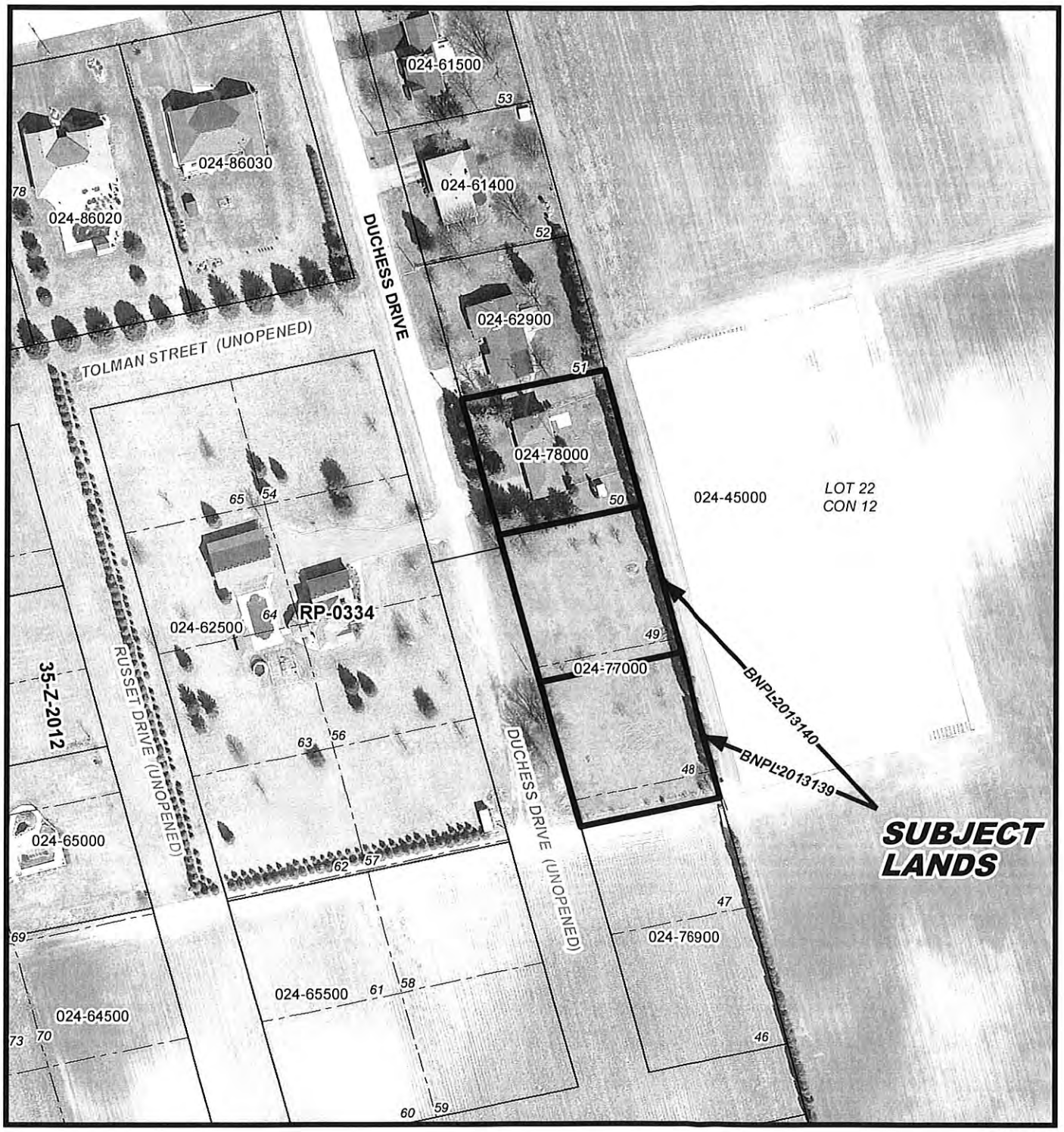
6 3 0 6 12 18 24 Meters
1:1,500



13/08/2013

MAP 4
File Number: BNPL2013139 & BNPL2013140
Geographic Township of WINDHAM

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4 2 0 4 8 12 16 Meters
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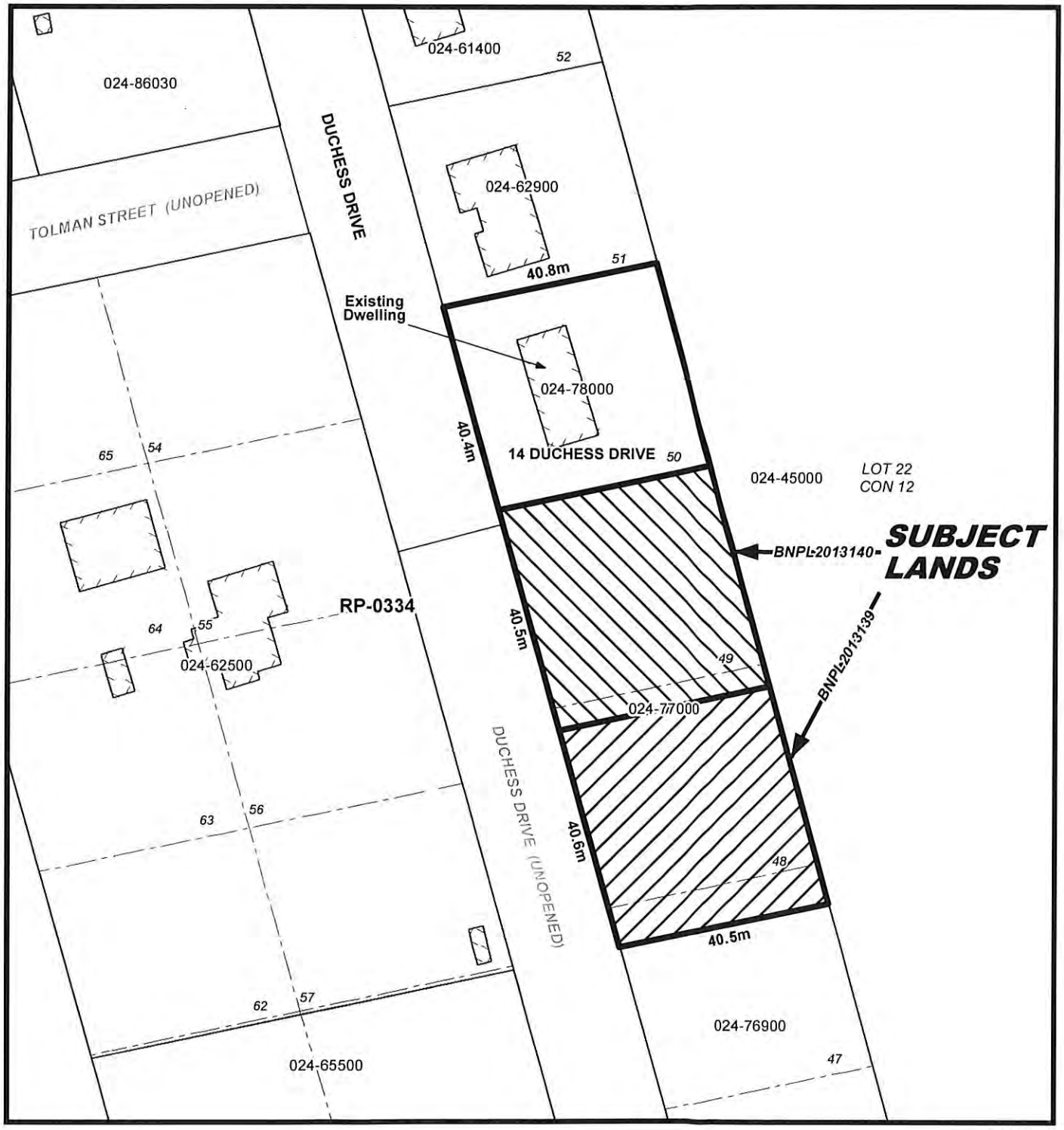

13/08/2013