



THE CORPORATION OF NORFOLK COUNTY  
COMMITTEE OF ADJUSTMENT

## COMMENT REQUEST FORM

**FILE NO: BNPL2014030**

☒ Building Department  
☒ Health Unit  
☒ Forestry Division  
☒ GIS Section  
☒ Fire/EMS  
☒ Public Works NOTE: If an agreement is req'd please  
attach the clauses you require in the agreement.

☐ Railway  
☐ Norfolk Power  
☐ Hydro One  
☐ Ministry of Transportation  
☒ Union Gas  
☒ 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:**

**March 3, 2014**

**APPLICANT:** Deanna Douglas, Les Swidrovich & Darlene Choma, 3 Haluk Cres., RRI Waterford, ON.  
N0E 1Y0

**ADJENT:** R.C. DIXON, 13-175 Victoria St., Simcoe, On, N3Y 5L8

**LOCATION:** WAT PLAN 473 LOT 2 PT BLK A, IRREG, 13926.00SF 66.00FR DWAT PLAN 473 LOT 2 PT BLK A,  
IRREG, 13926.00SF 66.00FR D

**ASSESSMENT ROLL NO.:** 3310335010037000000

**PROPOSAL:**

An application has been received to sever a parcel having a frontage of 4.36m (14.30 ft) an irregular depth of 23.07m (75.68 ft) and having an area of 95.75 sq.m (1030.64 sq. ft) and retain a parcel having an area of 1495.80 sq.m (16100.65 sq. ft) as a boundary adjustment. Lands to be added to adjacent easterly property. Final lot size: 929.2 sq.m (10001.82 sq. ft)

---

**PLEASE REPLY BY EMAIL DIRECTLY TO:**

**SARAH MARTIN**

PO Box 128, 22 albert Street, Langton ON N0E 1G0  
(519) 426-5870 ext: 1290

**EMAIL:** [sarah.martin@norfolkcounty.ca](mailto:sarah.martin@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:

Sherry Mott, Secretary-Treasurer  
P.O. Box 128, 22 Albert Street, Langton ON N0E 1G0  
Phone: (519) 875-4485 ext 1835; Fax: (519) 875-4789  
[sherry.mott@norfolkcounty.ca](mailto:sherry.mott@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: February 18, 2014**

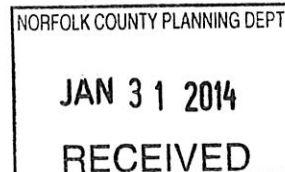
CONSENT / SEVERANCE

File Number BNPL2014030 Application Fee \$ 1111.00  
 Related File Number \_\_\_\_\_ Conservation Authority Fee \_\_\_\_\_  
 Pre-consultation Meeting On \_\_\_\_\_ OSSD Form Provided \_\_\_\_\_  
 Application Submitted On January 31/2014 Sign Issued February 3/2014  
 Complete Application On February 3/2014

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.

Property assessment roll number: 3310- 335 - 010 - 03700

- |  |   |
|--|---|
| <input type="checkbox"/> Creation of a new lot             | <input checked="" type="checkbox"/> Boundary adjustment |
| <input type="checkbox"/> Surplus Dwelling                  | <input type="checkbox"/> Easement                       |
| <input type="checkbox"/> Farm Split (form to be completed) | <input type="checkbox"/> Right-of-way                   |
| <input type="checkbox"/> Other (lease / charge)            |   |



**A. APPLICANT INFORMATION**

Name of Applicant <sup>1</sup> Deanna Dugas Les Suidrovich Phone # Deanna@ (519)  
Darlene Choma  
 Address % 3 Halyk Cres. Fax # \_\_\_\_\_  
 Town / Postal Code RR1 Waterford NOE1Y0 E-mail \_\_\_\_\_

<sup>1</sup> If the applicant is a numbered company provide the name of a principal of the company.

**AGENT INFORMATION**

Name of Agent R. C. Dixon Phone # (519) 426-0456  
 Address 13-175 Victoria St. Fax # cell 416-1632  
 Town / Postal Code Sumner, ON N3Y5L8 E-mail dixonr@amtelecom.net

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

Name of Owners <sup>2</sup> Same as applicants Phone # \_\_\_\_\_  
 Address \_\_\_\_\_ Fax # \_\_\_\_\_  
 Town / Postal Code \_\_\_\_\_ E-mail \_\_\_\_\_

<sup>2</sup> 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 <sup>3</sup>: ☐ Applicant ☒ Agent ☐ Owner

<sup>3</sup> 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	<u>Townsend</u>	Urban Area or Hamlet	<u>Waterford</u>
Concession Number		Lot Number(s)	
Registered Plan Number	<u>473</u>	Lot(s) or Block Number(s)	<u>2</u>
Reference Plan Number		Part Number(s)	
Frontage (metres/feet)		Depth (metres/feet)	
Width (metres/feet)		Lot area (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)	
Municipal Civic Address			

For questions regarding requirements for a municipal civic address please contact [NorfolkGIS@norfolkcounty.ca](mailto: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):

Mother (Rose Swardovich) owns the dwelling on lot 13 (135 Mechanic St.)  
but lacks a parking area. The proposed boundary adjustment will provide  
parking as well as access to the rear yard.

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

Rose Swardovich

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

Rose Swardovich 335-010-03600

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					<input type="checkbox"/> Yes <input type="checkbox"/> No	
OTHER					<input type="checkbox"/> Yes <input type="checkbox"/> No	
					<input type="checkbox"/> Yes <input type="checkbox"/> No	
					<input type="checkbox"/> Yes <input type="checkbox"/> No	
					<input type="checkbox"/> Yes <input type="checkbox"/> No	
					<input type="checkbox"/> Yes <input type="checkbox"/> 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 (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)	Lands to be Retained (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)
Area under cultivation		
Woodlot area		
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	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Livestock barn	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of livestock		
Capacity of barn		
Manure storage	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of manure storage		

Description of land intended to be SEVERED:

Frontage (metres/feet)	<u>4.366m</u>	Depth (metres/feet)	<u>20.93 m</u>
Width (metres/feet)	<u>4.366m</u>	Lot area (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)	<u>95.75 m<sup>2</sup></u>
		PROPOSED FINAL LOT SIZE (if boundary adjustment)	<u>929.2 m<sup>2</sup></u>

Existing use: vacant driveway

Proposed use: same

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:

nil

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:

nil

Description of land intended to be **RETAINED**:

Frontage (metres/feet)	15.751 m	Depth (metres/feet)	65.2 m
Width (metres/feet)	irregular	Lot area (m <sup>2</sup> / ft <sup>2</sup> or hectares/acres)	1495.8 m <sup>2</sup>
Existing use:	custom work shop		
Proposed use:	same		

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 storey block building - see sketch

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:

no change

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

n/a

Frontage (metres/feet)		Depth (metres/feet)	
Width (metres/feet)		Lot area (m <sup>2</sup> / ft <sup>2</sup> )	
Proposed use:			

#### D. PROPERTY INFORMATION

Present official plan designation(s):

Present zoning: CH

Is there a site specific zone on the subject lands?

yes CH-3

CONSENT / SEVERANCE

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: custom workshop

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?

☐ 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:

Local Knowledge

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:

1. a minor variance or a consent;
2. an amendment to an official plan, a zoning by-law or a Minister's zoning order; or
3. 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: \_\_\_\_\_

Land it affects: \_\_\_\_\_

Purpose: \_\_\_\_\_

Status/decision: \_\_\_\_\_

Effect on the requested amendment: \_\_\_\_\_

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

## G. PROVINCIAL POLICY

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:

CONSENT / SEVERANCE

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 MDS 1 Calculation Form)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Wooded area	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Municipal landfill	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Sewage treatment plant or waste stabilization plant	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Provincially significant wetland (class 1, 2 or 3) or other environmental feature	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Floodplain	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Rehabilitated mine site	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Non-operating mine site within one kilometre	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Active mine site within one kilometre	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Industrial or commercial use (specify the use(s))	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No ____ distance
Active railway line	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Seasonal wetness of lands	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Erosion	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance
Abandoned gas wells	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No ____ distance

## H. SERVICING AND ACCESS

### WATER SUPPLY

SEVERED (n/a)

RETAINED

Municipal piped water

☐
☒

Communal Wells

☐
☐

Individual Wells

☐
☐

Other means (describe) \_\_\_\_\_

### SEWAGE TREATMENT

SEVERED (n/a)

RETAINED

Municipal Sewers

☐
☒

Communal System

☐
☐

Septic tank and tile bed

☐
☐

Other means (describe) \_\_\_\_\_

### STORM DRAINAGE

SEVERED

RETAINED

Storm Sewers

☒
☒

Open ditches

☐
☐

Other (describe) \_\_\_\_\_





CONSENT / SEVERANCE

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:

- |  |   |
|--|---|
| <input type="checkbox"/> Unopened road                                 | <input type="checkbox"/> Provincial highway     |
| <input checked="" type="checkbox"/> Municipal road maintained all year | <input type="checkbox"/> Right-of-way           |
| <input type="checkbox"/> Municipal road maintained seasonally          | <input type="checkbox"/> Other (describe below) |

If other, describe: \_\_\_\_\_

Name of road/street: Mechanic Street

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

- |  |   |
|--|---|
| <input type="checkbox"/> Unopened road                                 | <input type="checkbox"/> Provincial highway     |
| <input checked="" type="checkbox"/> Municipal road maintained all year | <input type="checkbox"/> Right-of-way           |
| <input type="checkbox"/> Municipal road maintained seasonally          | <input type="checkbox"/> Other (describe below) |

If other, describe: \_\_\_\_\_

Name of road/street: Mechanic Street

**I. OTHER INFORMATION**

Is there a time limit that affects the processing of this development application? ☒ Yes ☐ No

If yes, describe: mother in nursing home - house to be sold once severance complete

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.

\_\_\_\_\_  
\_\_\_\_\_

## J. SUPPORTING MATERIAL TO BE SUBMITTED BY APPLICANT

In order for your development application to be considered complete, **a sketch**, in metric units, drawn to scale, must be included as part of the development application. **Any proposed changes to dimensions after the Committee of Adjustment's decision will require resubmission to the Committee. It is therefore strongly recommended that applications be accompanied with a surveyors sketch which shows:**

1. The boundaries and dimensions of the subject lands including the part that is intended to be severed and the part that is intended to be retained
2. Location, size, height and type of all **existing** and **proposed** buildings and structures on severed or retained lands, including the distance of the buildings or structures from the front yard lot line, rear yard lot line and side yard lot lines
3. The boundaries and dimensions of the lands owned by the owner, including the subject lands and abutting lands
4. The distance between the subject lands and the nearest municipal lot line or landmark, such as a railway crossing or bridge
5. The location of all lands previously severed from the parcel originally acquired by the current owner of the subject lands
6. The approximate location of all natural and artificial features including but not limited to, buildings, railways, roads, watercourses, municipal drains, drainage ditches, banks of rivers or streams, pipelines, gas wells, wetlands, wooded areas that are located on the subject land and on land that is adjacent to it and may affect the application
7. The current use(s) of the adjacent lands
8. The location, width and name of any roads within or abutting the subject lands. Indicate whether the road is an unopened road allowance, a public travelled road, a private road or a right-of-way
9. The location and nature of any restrictive covenant or easement affecting the subject lands
10. If the severed parcel is to be conveyed to an abutting property owner, please identify the abutting property with name and instrument number exactly as now registered
11. The location of any existing sewage system and well, on the lot to be created and/or retained

**Five (5) copies of any applicable information/reports** indicated in the development application.

If other documentation/supporting material become necessary, you will be contacted. This information must be submitted prior to your development application proceeding.

#### K. NOTIFICATION SIGN REQUIREMENTS

For the purpose of public notification and in order for staff to locate your lands, you will be given a sign to indicate the intent and purpose of your development application. It is your responsibility to:

1. Post one sign per frontage in a conspicuous location on the subject lands
2. Ensure one sign is posted at the front of the subject lands at least three feet above ground level
3. Notify the Planner when the sign is in place in order to avoid processing delays
4. Maintain the sign until the development application is finalized and thereafter removed

#### L. PERMISSION TO ENTER SUBJECT LANDS

Permission is hereby granted to Norfolk County staff and to members of the Committee of Adjustment to enter the premises subject to this development application for the purposes of making inspections associated with this application during normal and reasonable working hours.


  
\_\_\_\_\_  
Owner/Applicant/Agent Signature

  
\_\_\_\_\_  
Date

#### M. FREEDOM OF INFORMATION

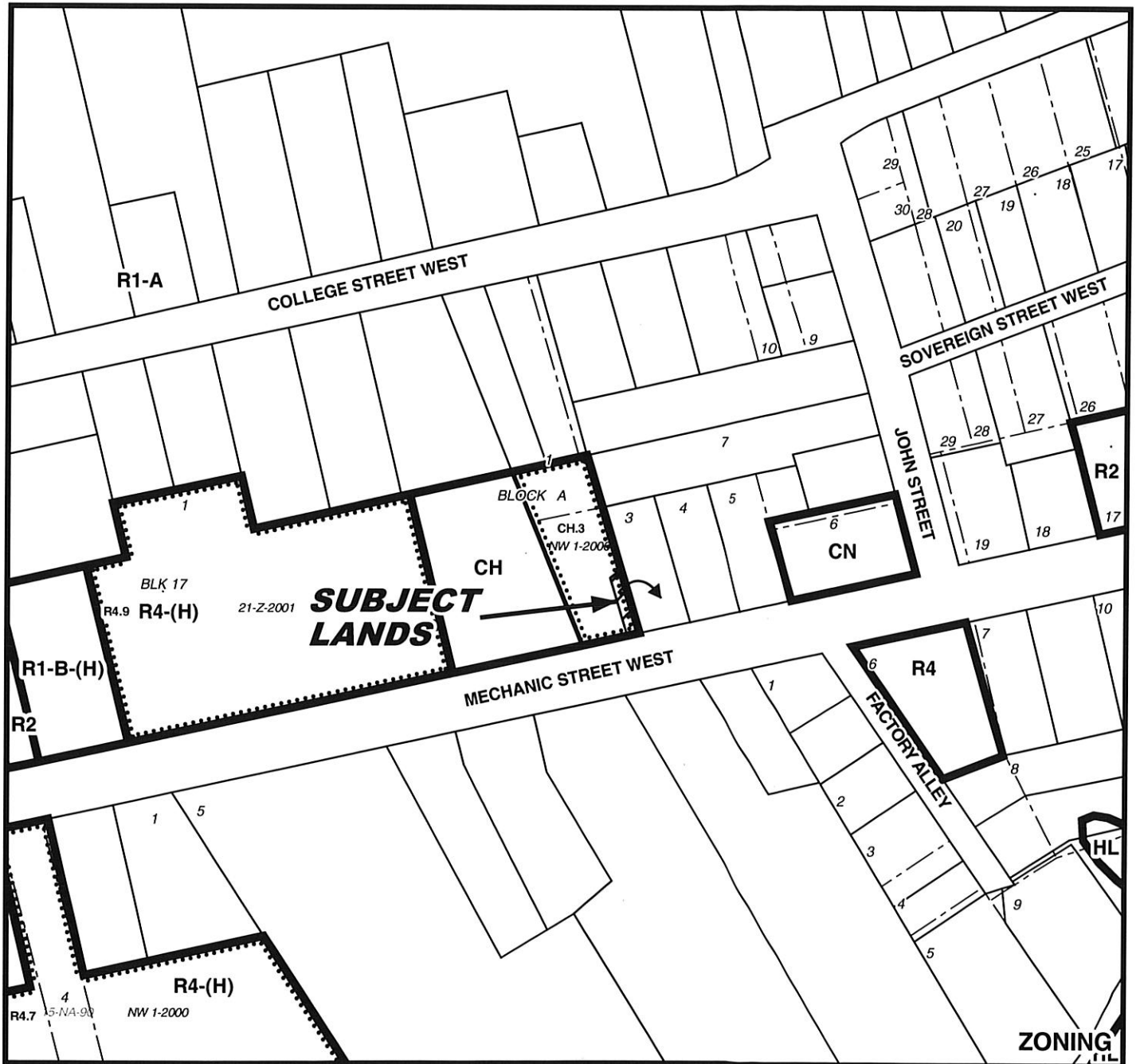
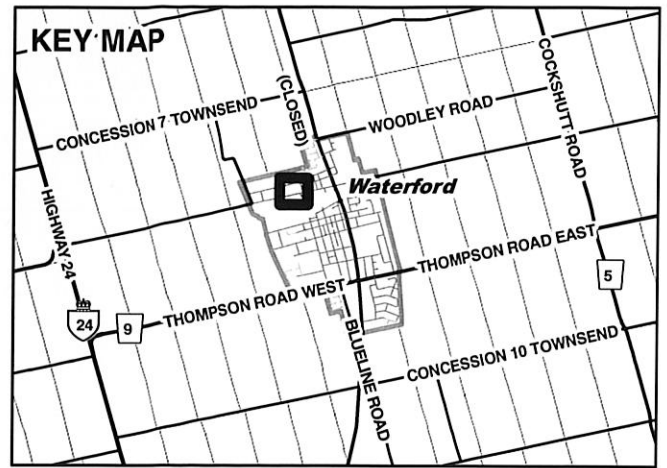
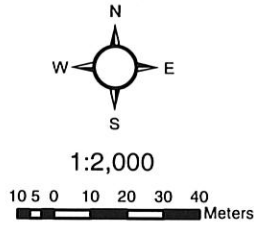
For the purposes of the Municipal Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of the Planning Act, R.S.O. 1990, c. P. 13 for the purposes of processing this development application.

  
\_\_\_\_\_  
Owner/Applicant/Agent Signature

  
\_\_\_\_\_  
Date

**MAP 1**  
**File Number: BNPL2014030**

Urban Area of  
**WATERFORD**



**ZONING**  
TIL

## Urban Area of WATERFORD

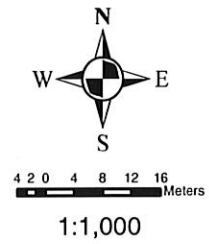




# MAP 3

File Number: BNPL2014030

Urban Area of WATERFORD



# MAP 4

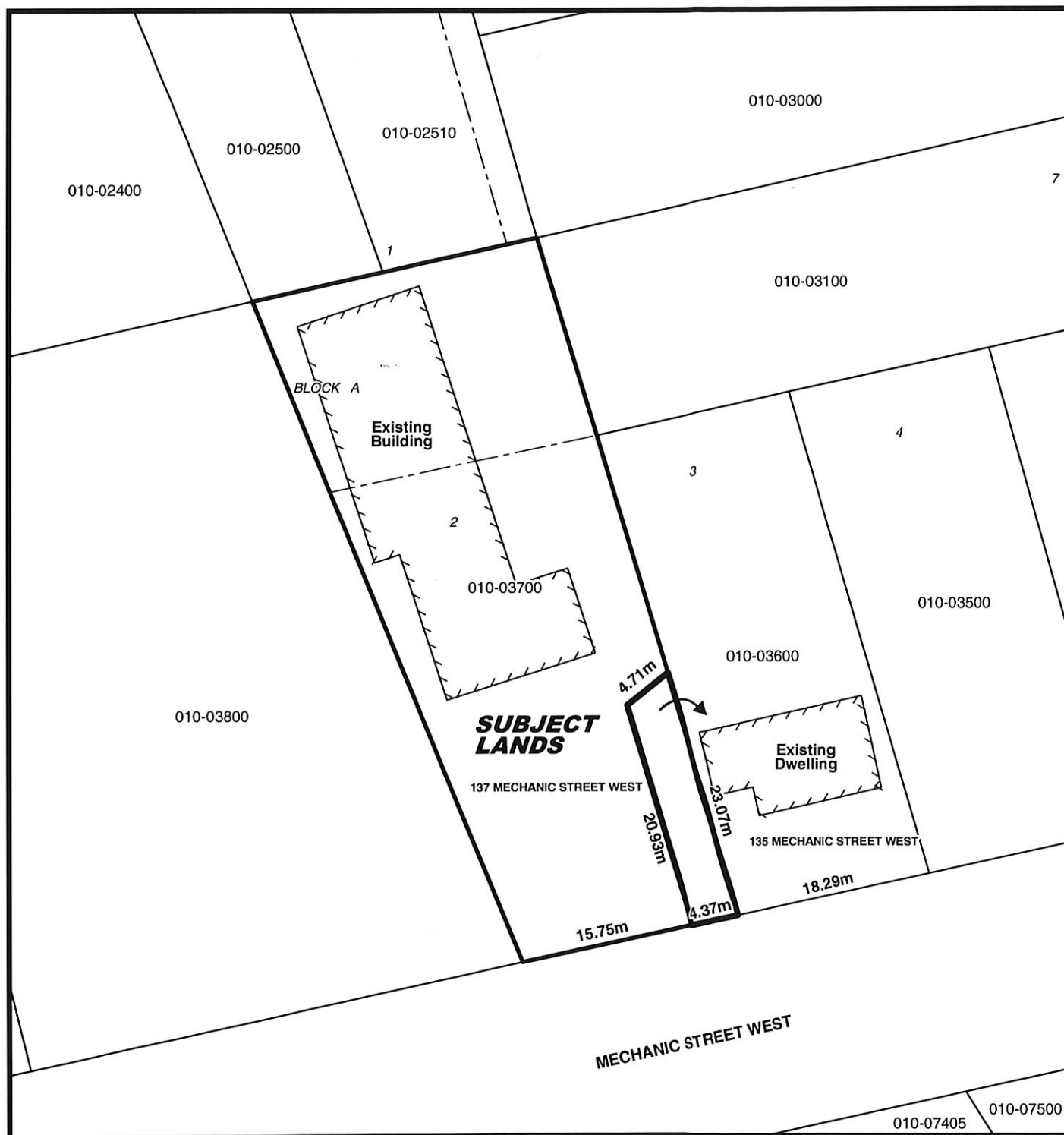
File Number: BNPL2014030

Urban Area of WATERFORD



2 1 0 2 4 6 8 Meters

1:500



12/02/2014