

official plan) 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, not on a tree;
- 3. Notify the Planner when the sign is in place in order to avoid processing delays; and
- 4. Maintain the sign until the development application is finalized and thereafter removed.

Contact Us

For additional information or assistance in completing this application, please contact a planner at 519.426.5870.

Please submit the completed application and fees to Norfolk County, Development and Cultural Services Department, 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 or 22 Albert Street Langton, ON N0E 1G0.

For Office Use Only:	
File Number	<u>BNPL 2017036</u>
Related File Number	<u></u>
Pre-consultation Meeting	<u>None</u>
Application Submitted	<u>Jan 18 2017</u>
Complete Application	<u>1</u>
Public Notice Sign	<u></u>
SPRT Meeting	<u></u>
Application Fee	<u>1842.00</u>
Conservation Authority Fee	<u>-</u>
OSSD Form Provided	<u>No.</u>
Planner	<u>MAT</u>
PAC Meeting	<u></u>

This 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.

A. Applicant Information

Name of Owner Ernest and Susan Marie House

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	<u>1853 Windham Road 3</u>
Town and Postal Code	<u>Scotland, ON N0E 1R0</u>
Phone Number	<u>519-446-1893</u>
Cell Number	<u></u>
Email	<u></u>
Name of Applicant	<u>Same as owner</u>



Note: If the applicant is a numbered company provide the name of a principal of the company.

Address	
Town and Postal Code	
Phone Number	
Cell Number	
Email	
Name of Agent	Thomas A. Cline, Cobb & Jones LLP
Address	23 Argyle Street
Town and Postal Code	Simcoe, ON N3Y 4N5
Phone Number	519-428-0170
Cell Number	
Email	tcline@cobbjones.ca
Name of Engineer	
Address	
Town and Postal Code	
Phone Number	
Cell Number	
Email	

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

- ☐ Applicant
- ☒ Agent
- ☐ Owner

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

Royal Bank of Canada - 284 Oakland Road, Scotland, ON N0E 1R0

B. Location, Legal Description and Property Information

1. Property Assessment Roll Number: 3310 - 491001210000000

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

PT LT 1 CON 2 WINDHAM AS IN NR374089; NORFOLK COUNTY

Municipal Civic Address (911 Number): 1853 Windham Road 3, Scotland

Present Official Plan Designation(s): Agricultural

Present Zoning: Rural Commercial

2. Is there a special provision or site specific zone on the subject lands?

14.654: In lieu of the uses permitted in the CR Zone, only the following uses shall be permitted: (a) Commercial greenhouse; (b) Tree and plant nursery, open storage accessory thereto; (c) Fruit and vegetable outlet

3. The date the subject lands was acquired by the current owner: April 1, 1977

4. Present use of the subject lands:

Fruit and vegetable market, sale of ancillary products.

5. Please describe **all existing** buildings or structures on the subject lands and whether they are to be retained, demolished or removed. If retaining the buildings or structures, please describe the type of buildings or structures, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, height, etc. on your attached sketch which must be included with your application:

See sketch attached. All existing buildings are to be retained. A new loading dock is being proposed for the severed property.

6. If known, the date existing buildings or structures were constructed on the subject lands: 1998

7. If an addition to an existing building is being proposed, please explain what will it be used for (e.g. bedroom, kitchen, bathroom, etc.). If new fixtures are proposed, please describe.

See paragraph 5.

8. Please describe **all proposed** buildings or structures/additions on the subject lands. Describe the type of buildings or structures/additions, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, height, etc. on your attached sketch which must be included with your application:

See paragraph 5.

9. If known, the date the proposed buildings or structures will be constructed on the subject lands:

As soon as possible.

10. 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:

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

12. Existing use of abutting properties:
Agricultural to the north and west. To the south, directly across the
road there is a parcel containing store related to an adjoining ginseng farm
subject to special provision 14.38.

13. Are there any easements or restrictive covenants affecting the subject lands?
☐ Yes ☒ No If yes, describe the easement or restrictive covenant and its effect:

14. Does the requested amendment alter all or any part of the boundary of an area of
settlement in the municipality or implement a new area of settlement in the
municipality? ☐ Yes ☒ No If yes, describe its effect:
N/A

15. Does the requested amendment remove the subject land from an area of
employment? ☐ Yes ☒ No If yes, describe its effect:
N/A

C. Purpose of Development Application

Note: Please complete all that apply.

1. Please explain what you propose to do on the subject lands/premises which makes this development application necessary:

The Applicant proposes to sever existing lands currently zoned Rural Commercial.

2. Description of land intended to be severed in metric units:

Frontage: 76.45 metres
Depth: 76.41 metres
Width: 91.69
Lot Area: 6870.9 square metres
Present Use: Fruit and vegetable market
Proposed Use: Unchanged

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

N/A

4. List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation:

~~Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (i.e., corn, orchard etc.) _____
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____
Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (i.e., corn, orchard etc.) _____~~

~~Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____~~

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc.) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard ~~etc.~~) _____

Dwelling Present?: ☐ Yes ☒ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing ~~Farm~~ Type: (i.e., corn, orchard etc.) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

~~Note: If additional space is needed please attach a separate sheet.~~

5. Please explain why it is not possible to comply with the provision(s) of the Zoning By-law/and or Official Plan:

N/A

6. Does the requested amendment delete a policy of the Official Plan? ☐ Yes ☒ No



If yes identify the policy to be deleted:

N/A

7. Does the requested amendment change or replace a policy in the Official Plan?

☐ Yes ☒ No If yes, identify the policy to be changed or replaced, also include the proposed text of the policy amendment (if additional space is required, please attach a separate sheet):

N/A

8. Site Information

Existing

Proposed

Please indicate unit of measurement i.e. m, m² or % etc.

Lot frontage

Lot depth

Lot width

Lot area

Lot coverage

Front yard

Rear yard

Left Interior side yard

Right Interior side yard

Exterior side yard (corner lot)

Landscaped open space



NORFOLK COUNTY
COMMUNITY
PLANNING
DEVELOPMENT AND CULTURAL SERVICES

Entrance access width		
Exit access width		
Size of fencing or screening		
Type of fencing		
9. Building Size		
Number of storeys		
Building height		
Total ground floor area		
Total gross floor area		
Total useable floor area		
10. Off Street Parking and Loading Facilities		
Number of off street parking spaces		
Number of visitor parking spaces		
Number of accessible parking spaces		
Number of off street loading facilities		
11. Multiple Family Residential		
Number of buildings existing:		
Number of buildings proposed:		
Is this a conversion or addition to an existing building? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, describe:		
Type	Number of Units	Floor Area per Unit in m ²
Bachelor		
One bedroom		
Two bedroom		
Three bedroom		
Group townhouse		
Stacked townhouse		
Street townhouse		
Other facilities provided (e.g. play facilities, underground parking, games room, swimming pool etc.):		

12. Commercial/Industrial Uses

Number of buildings existing: _____

Number of buildings proposed: _____

Is this a conversion or addition to an existing building? ☐ Yes ☐ No

If yes, describe:

Indicate the gross floor area by the type of use (e.g. office, retail, storage, etc.):

Seating Capacity (for assembly halls, etc.): _____

Total number of fixed seats: _____

Describe the type of business(es) proposed: _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Is open storage required: ☐ Yes ☐ No

Is a residential use proposed as part of, or accessory to commercial/industrial use? ☐

Yes ☐ No ☐ If yes please describe:

13. Institutional

Describe the type of use proposed: _____

Seating capacity (if applicable): _____

~~Number of beds (if applicable):~~ _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Indicate the gross floor area by the type of use (e.g. office, retail, storage, etc.):

14. Describe Recreational or Other Use(s)

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 (example: gas station, petroleum storage, etc.):

Fruit and vegetable market.

2. Has the grading of the subject lands been changed through excavation or the addition of earth or other material? ☐ Yes ☒ No ☐ Unknown

3. Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites? ☐ Yes ☒ No ☐ Unknown

4. Provide the information you used to determine the answers to the above questions:
Personal knowledge based on length of ownership.

5. 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 policy statements issued under subsection 3(1) of the Planning Act, R.S.O. 1990, c. P. 13? ☒ Yes ☐ No

If no, please explain:

2. 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 policy statement subsection 2.1.7? ☐ 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

The subject property is not within a Source Water Protection notification area.

4. Note: If in an area of source water WHPA A, B or C please attach relevant information and approved mitigation measures from the Risk Manager Official.
5. Are any of the following uses or features on the subject lands or within 500 metres of the subject lands, unless otherwise specified? Please check boxes, if applicable.

Livestock facility or stockyard (submit MDS Calculation with application)

☐ On the subject lands or ☐ within 500 meters – distance _____

Wooded area

☐ On the subject lands or ☒ within 500 meters – distance Adjacent

Municipal Landfill

☐ On the subject lands or ☐ within 500 meters – distance _____

Sewage treatment plant or waste stabilization plant

☐ On the subject lands or ☐ within 500 meters – distance _____

Provincially significant wetland (class 1, 2 or 3) or other environmental feature

☐ On the subject lands or ☐ within 500 meters – distance _____

Floodplain

☒ On the subject lands or ☐ within 500 meters – distance _____

Rehabilitated mine site

☐ On the subject lands or ☐ within 500 meters – distance _____

Non-operating mine site within one kilometre

☐ On the subject lands or ☐ within 500 meters – distance _____

Active mine site within one kilometre

☐ On the subject lands or ☐ within 500 meters – distance _____

Industrial or commercial use (specify the use(s))

☒ On the subject lands or ☐ within 500 meters – distance _____

Active railway line

☐ On the subject lands or ☐ within 500 meters – distance _____

Seasonal wetness of lands

☒ On the subject lands or ☐ within 500 meters – distance _____

Erosion

☐ On the subject lands or ☐ within 500 meters – distance _____

Abandoned gas wells

☐ On the subject lands or ☐ within 500 meters – distance _____

F. Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

- ☐ Municipal piped water
- ☐ Communal wells
- ☒ Individual wells
- ☐ Other (describe below)

Sewage Treatment

- ☐ Municipal sewers
- ☐ Communal system
- ☒ Septic tank and tile bed
- ☐ Other (describe below)

Storm Drainage

- ☐ Storm sewers
- ☐ Open ditches
- ☐ Other (describe below)

2. Have you consulted with Public Works & Environmental Services concerning storm water management?

☐ Yes ☒ No

3. Has the existing drainage on the subject lands been altered?

☐ Yes ☒ No

4. Does a legal and adequate outlet for storm drainage exist?

☐ Yes ☐ No

5. How many water meters are required? Unknown.

6. Existing or proposed access to subject lands:

☒ Municipal road

☐ Provincial highway

☐ Unopened road

☐ Other (describe below)

7. Name of road/street:

Windham Road 3

G. Other Information

1. Does the application involve a local business? ☒ Yes ☐ No

If yes, how many people are employed on the subject lands?

Five (5) seasonal.

2. 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 (number of paper copies as directed by the planner) and an **electronic version (PDF) of the site plan drawings, additional plans, studies and reports** will be required, including but not limited to the following details:

- 1. Concept/Layout Plan
- 2. All measurements in metric
- 3. Key map
- 4. Scale, legend and north arrow
- 5. Legal description and municipal address
- 6. Development name
- 7. Drawing title, number, original date and revision dates
- 8. Owner's name, address and telephone number
- 9. Engineer's name, address and telephone number
- 10. Existing and proposed easements and right of ways
- 11. Zoning compliance table – required versus proposed
- 12. Parking space totals – required and proposed
- 13. Loading spaces, facilities and routes
- 14. All dimensions of the subject lands
- 15. Dimensions and setbacks of all buildings and structures
- 16. Gross, ground and useable floor area
- 17. Lot coverage
- 18. Floor area ratio
- 19. Building entrances and grades
- 20. Names of adjacent streets
- 21. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
- 22. Fire access and routes
- 23. Location, dimensions and number of parking spaces (including visitor and accessible) and aisles
- 24. Location of mechanical room
- 25. Refuse disposal and storage areas including any related screening
- 26. Winter snow storage location
- 27. Landscape areas with dimensions

28. Natural features, watercourses and trees
29. Fire hydrants and utilities location
30. Fencing, screening and buffering – size, type and location
31. All hard surface materials
32. Light standards and wall mounted lights
33. Signs
34. Sidewalks and walkways with dimensions
35. Pedestrian access routes into site and around site
36. Bicycle parking
37. Professional engineer's stamp

In addition, the following additional plans, studies and reports, including but not limited to, **may** also be required as part of the complete application submission:

- ☐ Zoning Deficiency Form
- ☐ On-Site Sewage Disposal System Evaluation Form
- ☐ Architectural Plan
- ☐ Buildings Elevation Plan
- ☐ Cut and Fill Plan
- ☐ Erosion and Sediment Control Plan
- ☐ Grading and Drainage Control Plan (around perimeter and within site) (existing and proposed)
- ☐ Landscape Plan
- ☐ Photometric (Lighting) Plan
- ☐ Plan and Profile Drawings
- ☐ Site Servicing Plan
- ☐ Storm water Management Plan
- ☐ Street Sign and Traffic Plan
- ☐ Street Tree Planting Plan
- ☐ Tree Preservation Plan
- ☐ Archaeological Assessment
- ☐ Environmental Impact Study
- ☐ Functional Servicing Report
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule

- ☐ Noise or Vibration Study
- ☐ Record of Site Condition
- ☐ Storm water Management Report
- ☐ Traffic Impact Study – please contact the Planner to verify the scope of the study required

Your development approval might also be dependent on Ministry of Environment and Climate Change, Ministry of Transportation or other relevant federal or provincial legislation, municipal by-laws or other agency approvals.

All final plans must include the owner's signature as well as the engineer's signature and seal.

I. Development Agreements

A development agreement may be required prior to approval for site plan, subdivision and condominium applications. Should this be necessary for your development, you will be contacted by the agreement administrator with further details of the requirements including but not limited to insurance coverage, professional liability for your engineer, additional fees and securities.

J. 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.

Owner/Applicant Signature: *[Signature]* Date: *Jan 18/17*

K. 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.

Owner/Applicant Signature: *[Signature]* Date: *Jan 18/17*

L. 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 application.

Owner/Applicant Signature: *[Signature]* Date: *Jan 18/17*

M. Endangered Species Act, 2007

Endangered and threatened species and their habitat are protected under the provinces Endangered Species Act, 2007. The Act prohibits development or site alteration within areas of significant habitat for endangered or threatened species without demonstrating that no negative impacts will occur. The Ministry of Natural Resources (MNR), Aylmer District provides the service of responding to species at risk information requests and project screenings. The applicant has been directed to discuss the proposed activity and have their project screened with MNR. Please be advised that it is owner's responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws or other agency approvals.

Owner/Applicant Signature: *S. House* Date: *Jan 18/17*

N. Owner's Authorization

If the 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 _____ am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

I/We authorize _____ 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.

Owner: _____ Date: _____

Owner: _____ Date: _____

O. Declaration of Applicant and Agent

I hereby apply for development approval and declare that all of the above statements and the statements contained in all of the exhibits transmitted herewith are accurate and true. I understand that site plan approval is required before a building permit can be issued.

Applicant Signature: *S. House* Date: *Jan 18/17*

Agent Signature : _____ Date : _____

P. Declaration

I, *Susan House* of *Norfolk County*
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: Norfolk County

Owner/Applicant Signature: [Signature]

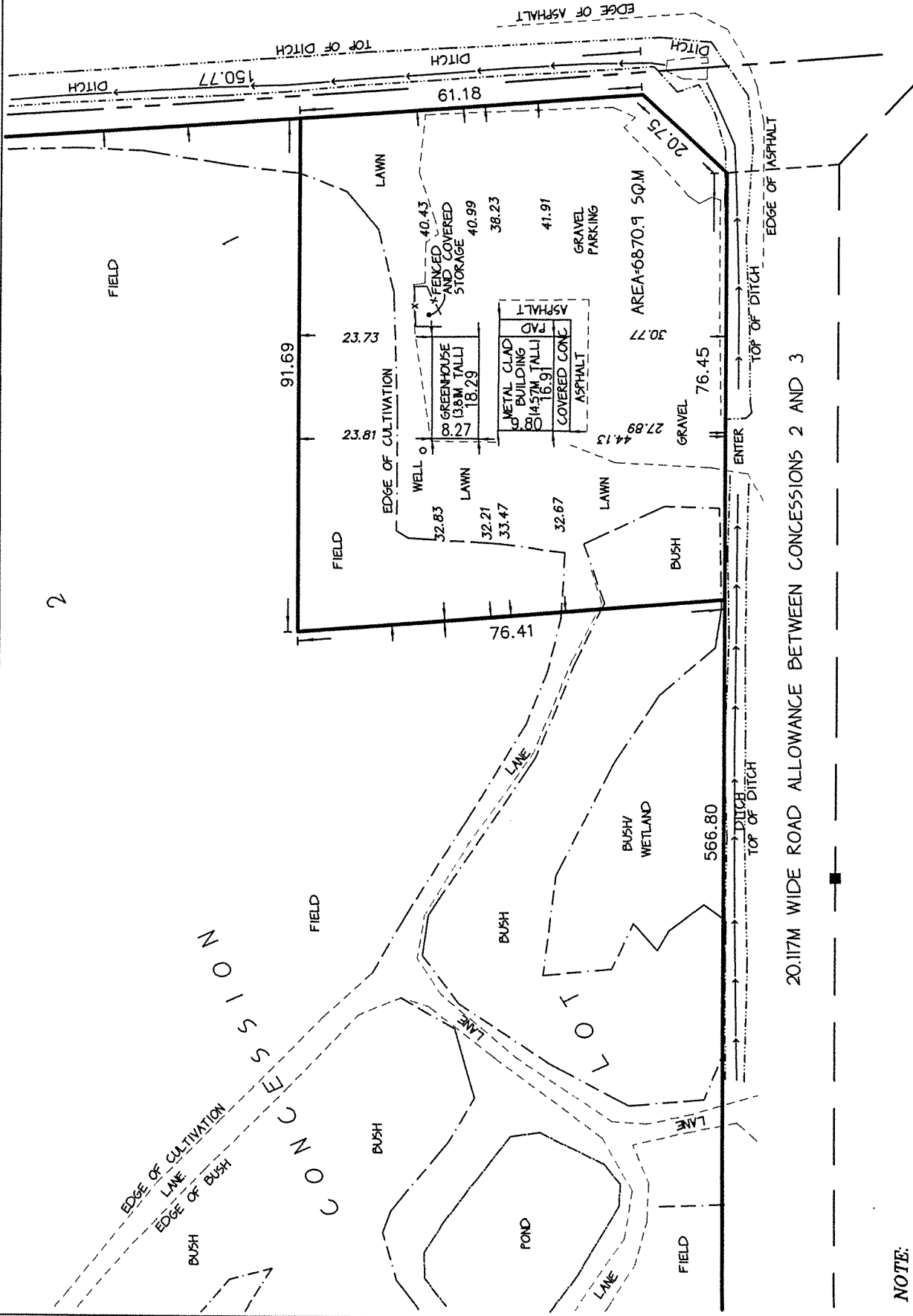
In Canterbury This 18th day of July A.D., 20 17

A Commissioner, etc.: [Signature]

SKETCH FOR
RE-ZONING APPLICATION
OF PART OF
LOT 1, CONCESSION 2
IN THE GEOGRAPHIC
TOWNSHIP OF WINDHAM
IN
NORFOLK COUNTY
SCALE: 1 : 1000
JEWITT AND DIXON LTD.
FEBRUARY 25, 2016



THE KING'S HIGHWAY NO. 24
ROAD ALLOWANCE BETWEEN THE GEOGRAPHIC
TOWNSHIPS OF WINDHAM AND TOWNSEND



NOTE:

THIS PLAN IS IN METRIC AND CAN BE CONVERTED
TO FEET BY MULTIPLYING BY 3.2808

CAUTION:

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT
BE USED FOR PURPOSES OTHER THAN THE
PURPOSE INDICATED IN THE TITLE BLOCK.

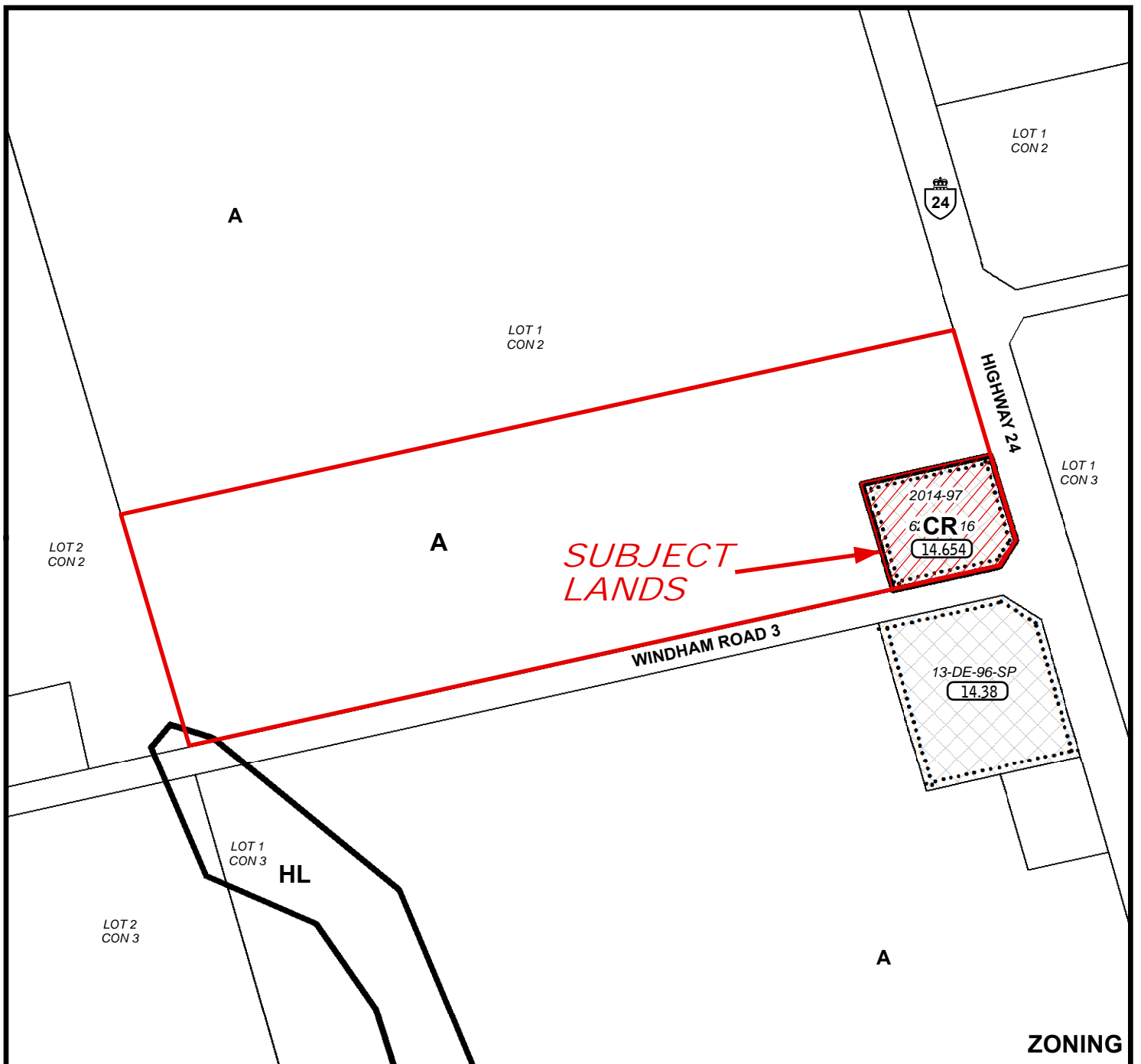
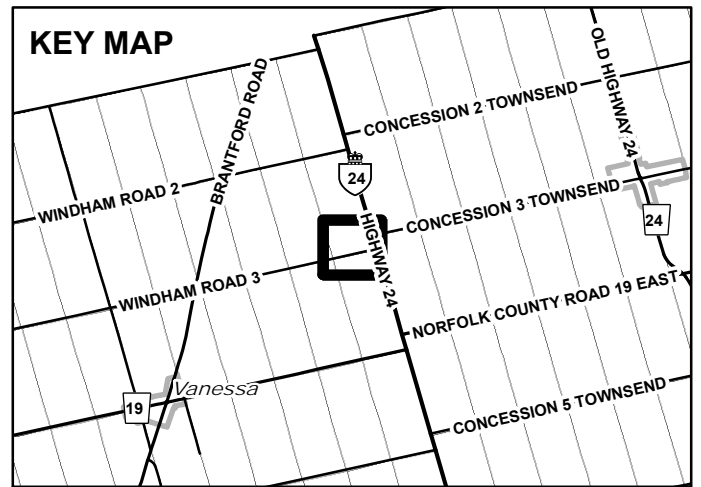
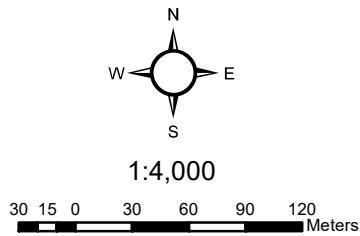
JEWITT AND DIXON LTD.
ONTARIO LAND SURVEYORS
R.R.1, SIMCOE, ONTARIO, N3Y 4J9
(51 PARK ROAD)
PHONE: (519) 426-0842 FAX: (519) 426-1034
E-mail: surveyors@amtelecom.net

MAP 1

File Number: BNPL2017036

Geographic Township of

WINDHAM



MAP 2

File Number: BNPL2017036

Geographic Township of WINDHAM



10 20 30 40
Meters

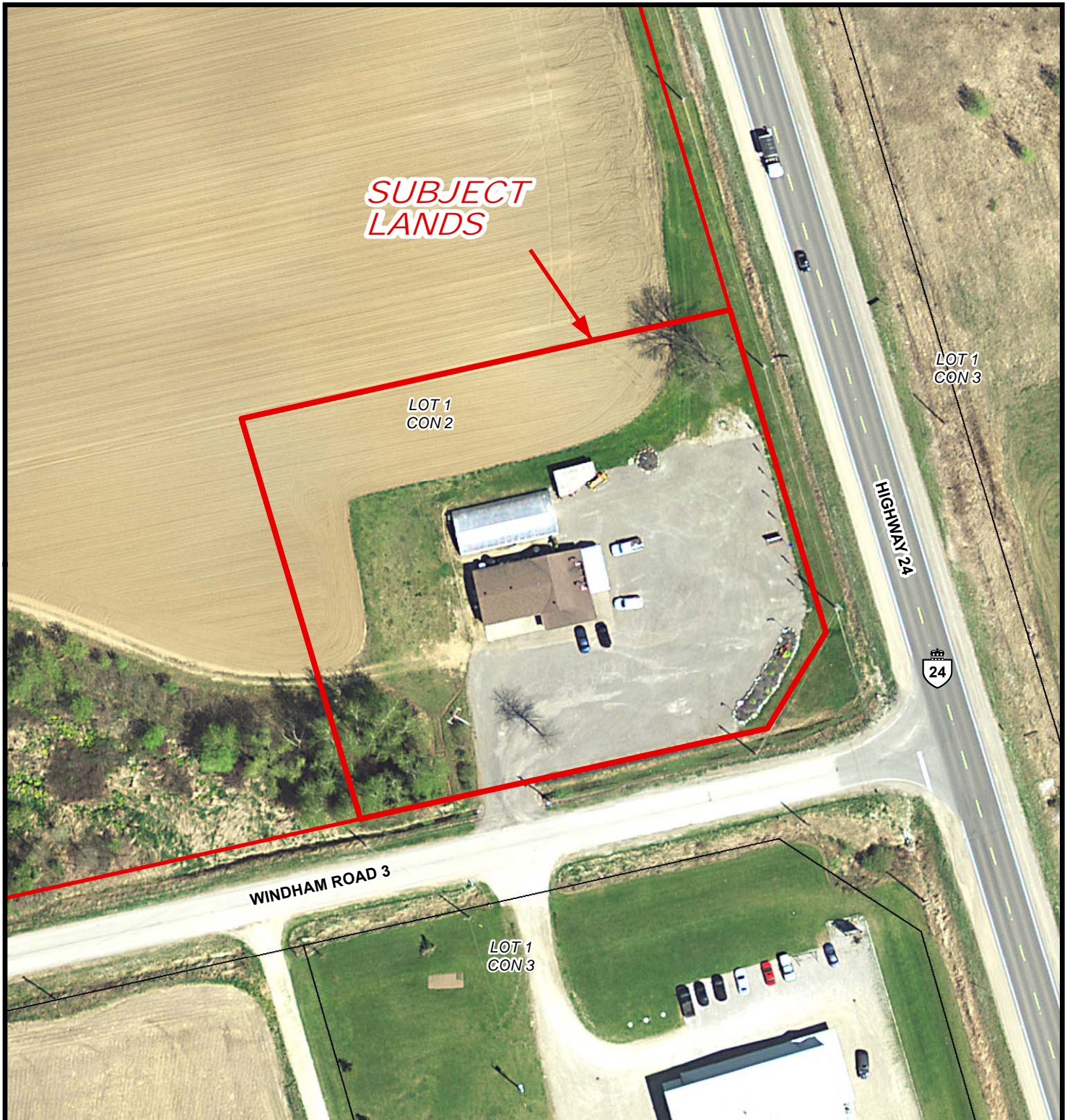
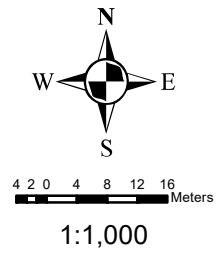
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MAP 3

File Number: BNPL2017036

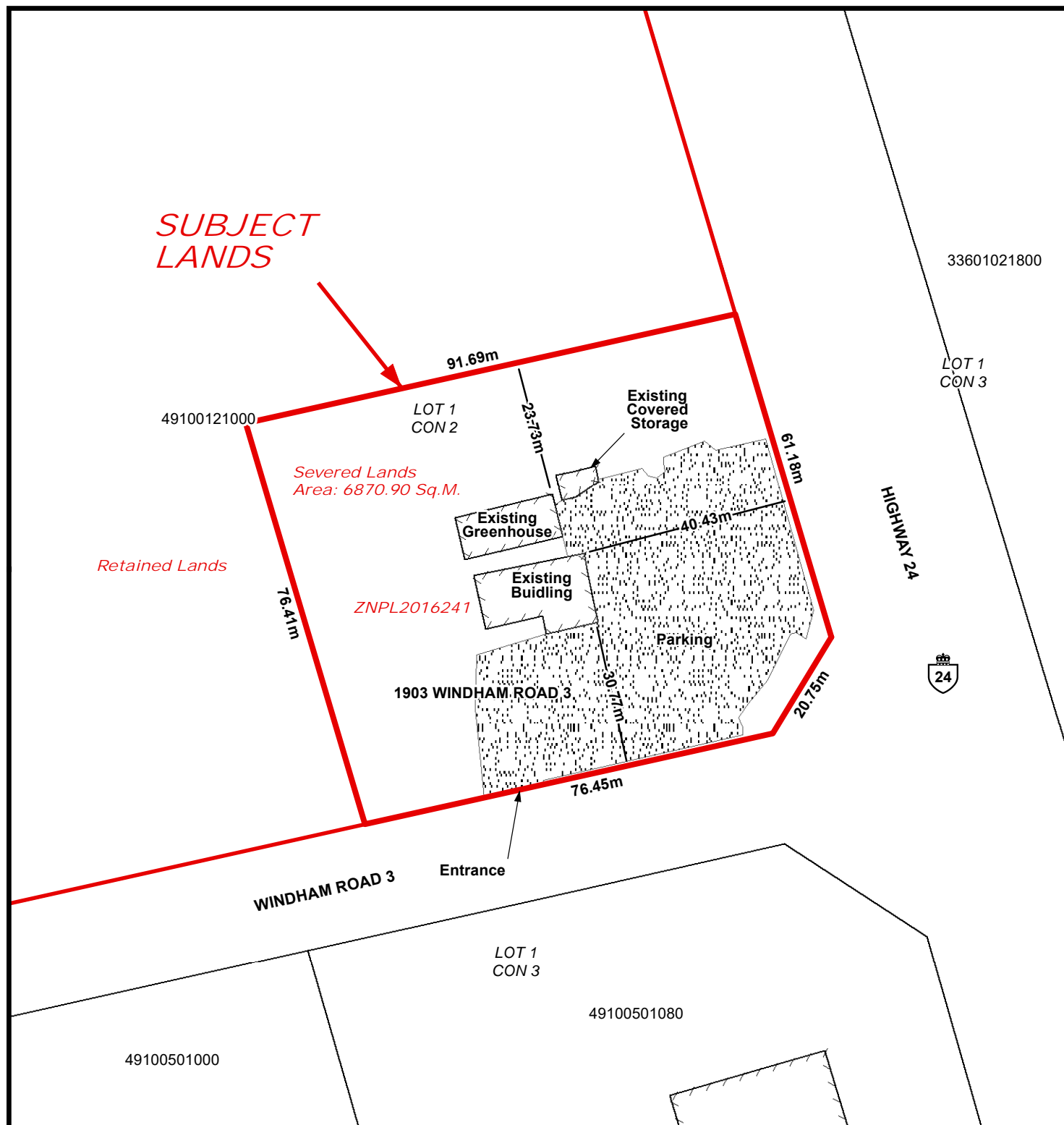
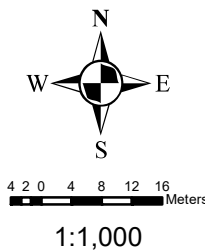
Geographic Township of WINDHAM



MAP 4

File Number: BNPL2017036

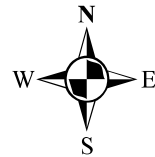
Geographic Township of WINDHAM



LOCATION OF LANDS AFFECTED

File Number: BNPL2017036

Geographic Township of WINDHAM



4 2 0 4 8 12 16 Meters

1:1,000

