

For Office Use Only:

File Number	<u>BNRL2017268</u>	Application Fee	<u>2551.⁰⁰</u>
Related File Number	<u></u>	Conservation Authority Fee	<u></u>
Pre-consultation Meeting	<u></u>	OSSD Form Provided	<u>yes</u>
Application Submitted	<u>13 Nov 17 2017</u>	Planner	<u>MAT</u>
Complete Application	<u>Nov 20 2017</u>	Public Notice Sign	<u>~</u>

Check the type of planning application(s) you are submitting.

- ☐ Consent/Severance
- ☒ Surplus Farm Dwelling Severance and Zoning By-law Amendment
- ☐ Minor Variance

Property Assessment Roll Number: 491007120000000**A. Applicant Information****Name of Owner** Addison, Charles Sr. and Katherine

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 733 Norfolk County Road 19W

Town and Postal Code Vanessa, ON N0E 1V0

Phone Number 519-427-8886

Cell Number

Email

Name of Agent Civic Planning Solutions Inc. (David Roe)

Address 599 Larch Street

Town and Postal Code Delhi, ON N4B 3A7

Phone Number 519-582-1174

Cell Number

Email dfrfez@bellnet.ca

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 agent noted above

☒ Owner☒ Agent

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

None

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, Concession 3, Part Lot 16

Municipal Civic Address: 749 & 733 Norfolk County Road 19W

Present Official Plan Designation(s): Agricultural

Present Zoning: Agricultural

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

☐ Yes ☒ No If yes, please specify:

3. The date the subject lands was acquired by the current owner: _____

4. Present use of the subject lands:

Agricultural

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:

2 Dwelling Houses, Processing Barn, 2 Storage Barns, 2 greenhouses, Storage Shed, Bulk Kilns
See attached sheet for details.

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

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.

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:

No new building proposed at this time

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

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:

12. Existing use of abutting properties:

Agricultural

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:

C. Purpose of Development Application

Note: Please complete all that apply.

1. Site Information

Existing

Proposed

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

Lot frontage

588m

Lot depth

741m

Lot width

588m

Lot area

40.47ha

Lot coverage



NORFOLK COUNTY
COMMUNITY
PLANNING
DEVELOPMENT AND CULTURAL SERVICES

Front yard	_____	_____
Rear yard	_____	_____
Left Interior side yard	_____	_____
Right Interior side yard	_____	_____
Exterior side yard (corner lot)	_____	_____

2. Please outline the relief requested (assistance is available):
n/a

3. Please explain why it is not possible to comply with the provision(s) of the Zoning By-law:
n/a

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

Frontage:	57m
Depth:	60m
Width:	57m
Lot Area:	3420m ²
Present Use:	Agricultural
Proposed Use:	Residential
Proposed final lot size (if boundary adjustment): _____	

Description of land intended to be retained in metric units:

Frontage:	531m
Depth:	741m
Width:	588m
Lot Area:	40.12ha
Present Use:	Agricultural
Proposed Use:	Agricultural

5. Description of proposed right-of-way/easement in metric units:

Frontage: _____
Depth: _____
Width: _____
Area: _____
Proposed use: _____

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

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

Owners Name: See attached sheet
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.

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.): _____
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:
Knowledge of owner _____
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. 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, 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 policy statement subsection 2.1.7? ☐ Yes ☒ No

If no, please explain:

No change in use anticipated

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:

No change in use anticipated

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.

4. 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 _____

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. Existing or proposed access to subject lands:

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

Name of road/street:

G. Other Information

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

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

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. Existing and proposed easements and right of ways
4. Parking space totals – required and proposed
5. All dimensions of the subject lands
6. Dimensions and setbacks of all buildings and structures
7. Names of adjacent streets
8. Natural features, watercourses and trees

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
- ☐ Environmental Impact Study
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule
- ☐ Record of Site Condition

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.

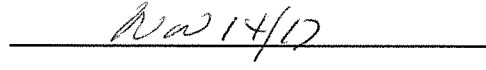
All final plans must include the owner's signature as well as the engineer's signature and seal.

I. 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



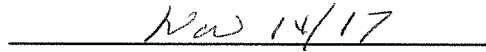
Date

J. 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



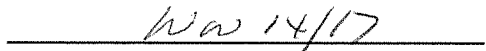
Date

K. 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



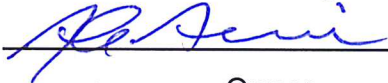
Date

L. 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 Charles Sr. and Katherine Addison am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

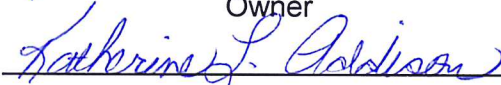
I/We authorize David Roe to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.



Owner

Oct 30/17

Date



Owner

Oct 30/17

Date

M. 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



Agent Signature

Date

Nov 14/17

Date

N. Declaration

I, David Roe 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

In Langton

This 15 day of November

A.D., 2017


A Commissioner, etc.

MATHEW VINCENT VAUGHAN, a
Commissioner, etc., Province of Ontario,
for the Corporation of Norfolk County.
Expires September 21, 2018.



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: <u>749 Norfolk County Rd 19 West</u>	
Owner: <u>Charles Addison</u>		Lot: <u>16</u>	Concession: <u>3</u>
Lot Area:	Lot Frontage:	Assessment Roll No.	
PURPOSE OF EVALUATION		<input type="checkbox"/> Consent <input type="checkbox"/> Minor Variance <input type="checkbox"/> Site Plan <input checked="" type="checkbox"/> Zoning <input type="checkbox"/> Other _____	
BUILDING INFORMATION		<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Agricultural	
Building Area: <u>1800 sq ft</u>	No. of Bedrooms: <u>2</u>	No. of Fixture Units: <u>24</u>	Is the building currently occupied? (Yes) / No If No, how long?
EVALUATOR'S INFORMATION		Company Name:	
Evaluator's Name: <u>Ken Gilbert</u>		Postal Code: <u>NOE-1V0</u>	
Address: <u>577 Brantford Rd 4 NOE-1V0</u>		Phone:	
Email:		BCIN # <u>18185</u>	
SITE EVALUATION		Ground Cover (trees, bushes, grass, impermeable surface): <u>grass</u>	
Site Slope: <input checked="" type="checkbox"/> Flat <input type="checkbox"/> Moderate <input type="checkbox"/> Steep		Soil Conditions: <input type="checkbox"/> Wet <input checked="" type="checkbox"/> Dry	Soil Type: <u>Sand</u>
Depth of Water Table: <u>18</u> ft.		Current Weather (at time of evaluation): <u>Sunny dry</u>	
Surface Discharge Observed: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Odour Detected: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
SYSTEM EVALUATION		Class of System: <input type="checkbox"/> 1 (Privy) <input type="checkbox"/> 2 (Greywater) <input type="checkbox"/> 3 (Cesspool) <input type="checkbox"/> 4 (Leaching Bed) <input type="checkbox"/> 5 (Holding Tank)	
Tank: <input checked="" type="checkbox"/> Pre-cast <input type="checkbox"/> Plastic <input type="checkbox"/> Fibre Glass <input type="checkbox"/> Wood <input type="checkbox"/> Other _____		Size: <u>1000</u> Gal.	Pump: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Distribution System: Area: <input checked="" type="checkbox"/> Trench Bed <input type="checkbox"/> Filter Medium		No. of Tile Runs: <u>4</u>	Total Length of Tile: <u>220 ft</u>
Tile Material: <input checked="" type="checkbox"/> PVC <input type="checkbox"/> Clay <input type="checkbox"/> Other		Distance Between Tile Runs: <u>6'</u>	Cover: <input type="checkbox"/> Filter Cloth <input checked="" type="checkbox"/> Sand <input checked="" type="checkbox"/> Top Soil <input type="checkbox"/> Seeded
Setbacks:		Tank	
Distance to Buildings & Structures (ft)		Distance to Buildings & Structures (ft)	
Distance to Bodies of Water (ft)		Distance to Bodies of Water (ft)	
Distance to Nearest Well (ft)		Distance to Nearest Well (ft)	
Distance to Proposed Property Lines		Distance to Proposed Property Lines	

OVERALL SYSTEM RATING

System working
very well

- ☒ 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, CHARLES ADDISON (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.

Charles Addison
Owner Signature

Date Sept 13 2017

EVALUATOR:

1. I, Ken Gilbert 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.

Ken Gilbert
Evaluator Signature

Date Sept 13 2017

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: Sept 13 2017

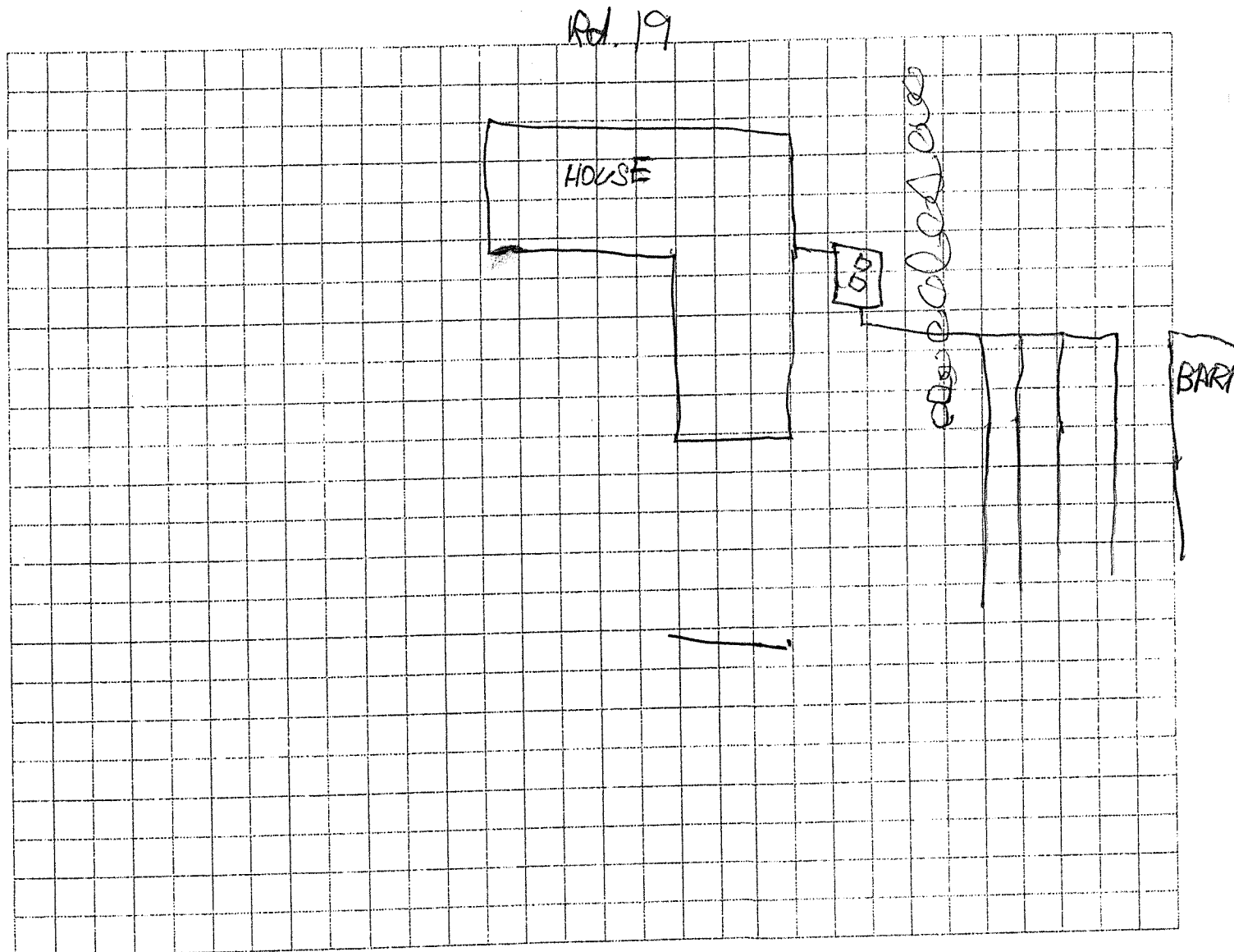
APPLICATION NUMBER: _____

OWNER: _____

EVALUATOR: Ken Gilbert

PROPERTY ADDRESS: 749 Norfolk County Rd 19 West

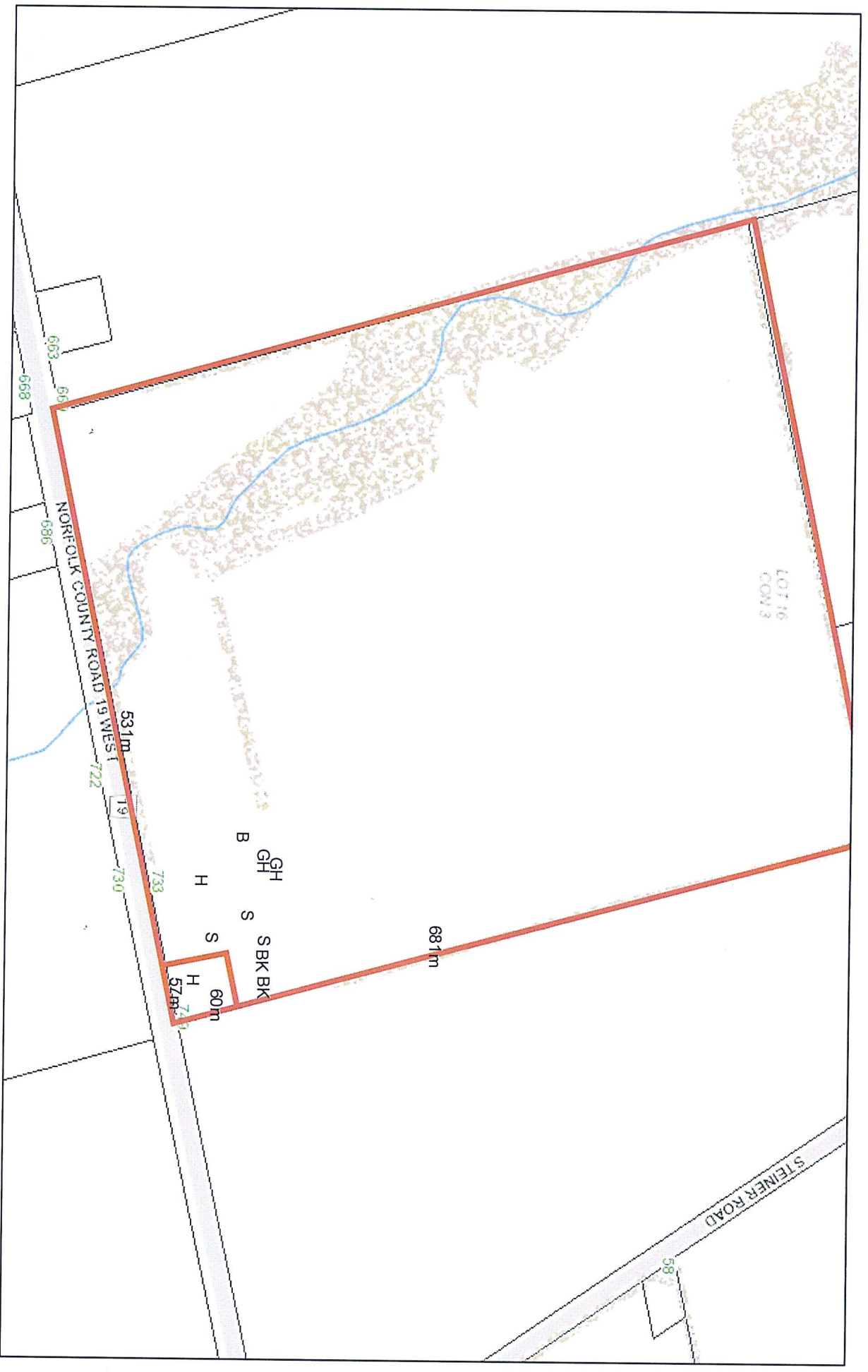
Please provide a DIMENSIONED sketch drawing indicating EXISTING AND PROPOSED property lines, existing roads and driveways, location of all existing buildings, location of existing wells, and location of existing septic tanks and tile beds.



PREPARED BY: _____

NOTE: The above sketch is not to exact scale.

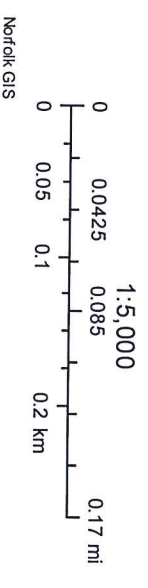
MAP NORFOLK - Community Web Map



July 3, 2017

Land Parcels

Plan Lines

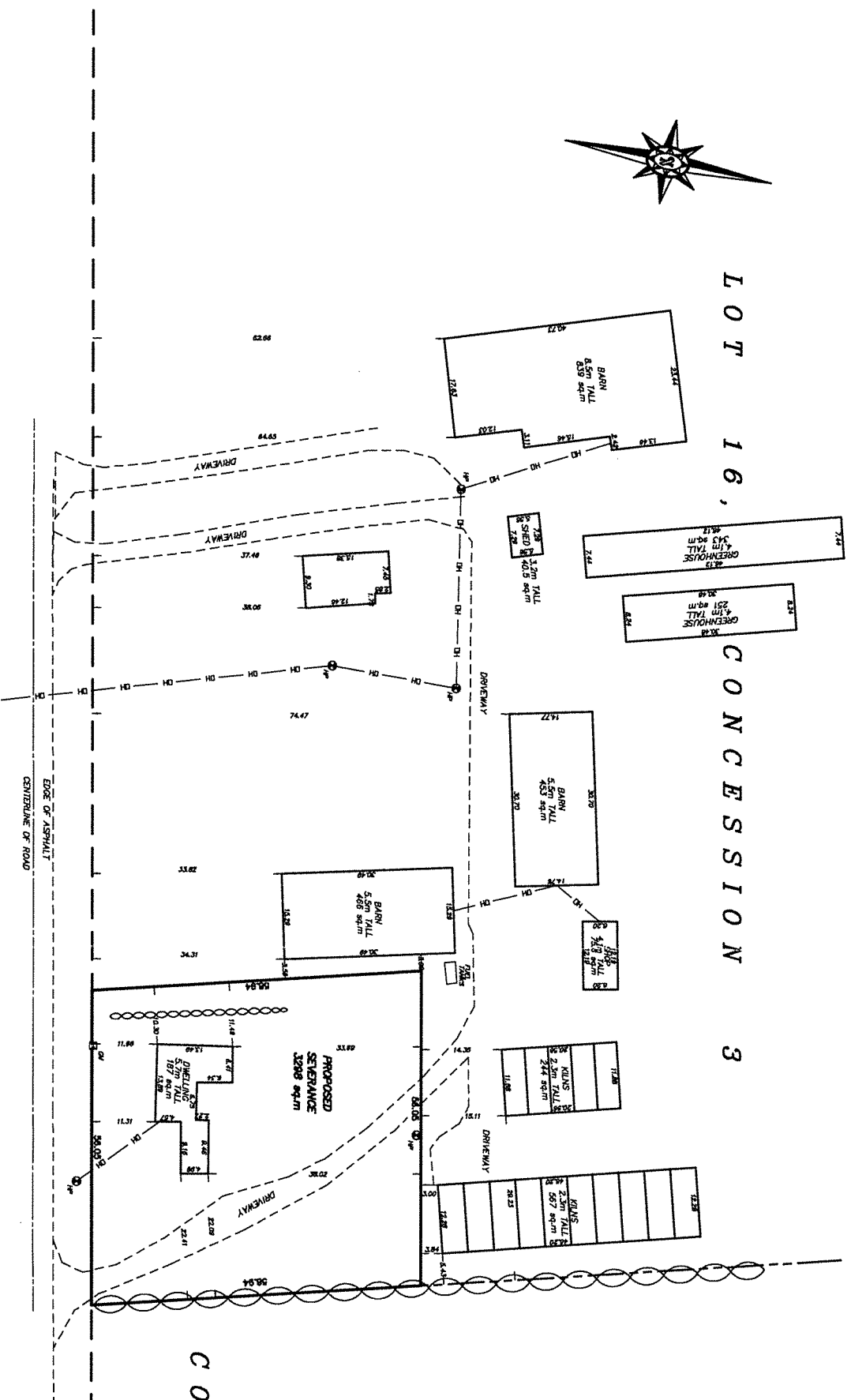


**LOT 1
IN
TOWNS**

07

CONFERENCE

PHONE: (519) .
E-mail:



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

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

Chart #1 – Farmland owned by Applicants

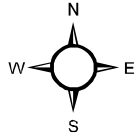
Owners Name	Assessment #	Concession & Lot	Civic Address	Acreage of Parcel	Workable Acreage	Farm Type/Crops Grown	Dwelling Present/ Year Built
Addison, Charles Jr. and Nicole	4910071400000000	Windham Con 3, Lot 17	669 Norfolk County Road 19W	131.0ac	127ac	Tobacco/rye	Yes. 1930
Addison, Charles Sr. and Katherine	4910073200000000	Windham Con 4, Lot 17 & 18	600 Norfolk County Road 19W	68.39ac	60ac	Tobacco/rye	no
Addison, Charles Sr. and Katherine	4910083800000000	Windham Con 4, Lot 21	Not Assigned	31.87ac	31ac	Tobacco/rye	no
Addison, Charles Sr. and Katherine	4910083900000000	Windham Con 4, Lot 21	Not Assigned	29.39ac	26ac	Tobacco/rye	no
Addison, Charles Sr. and Katherine	4910083950000000	Windham Con 4, Lot 21	308 Norfolk County Road 19W	49.02ac	46ac	Tobacco/rye	no
Addison, Charles Sr. and Katherine	4910083955000000	Windham Con 4, Lot 21, Plan 51B Lot 5	Not Assigned	0.87ac	.87ac	Tobacco/rye	no
Addison, Charles Sr. and Katherine	4910071200000000	Windham Con 3, Lot 16	733 & 749 Norfolk County Road 19W	100ac	85ac	Tobacco/rye/ginseng	Yes -2 1910 & 1950

MAP 1

File Number: BNPL2017268

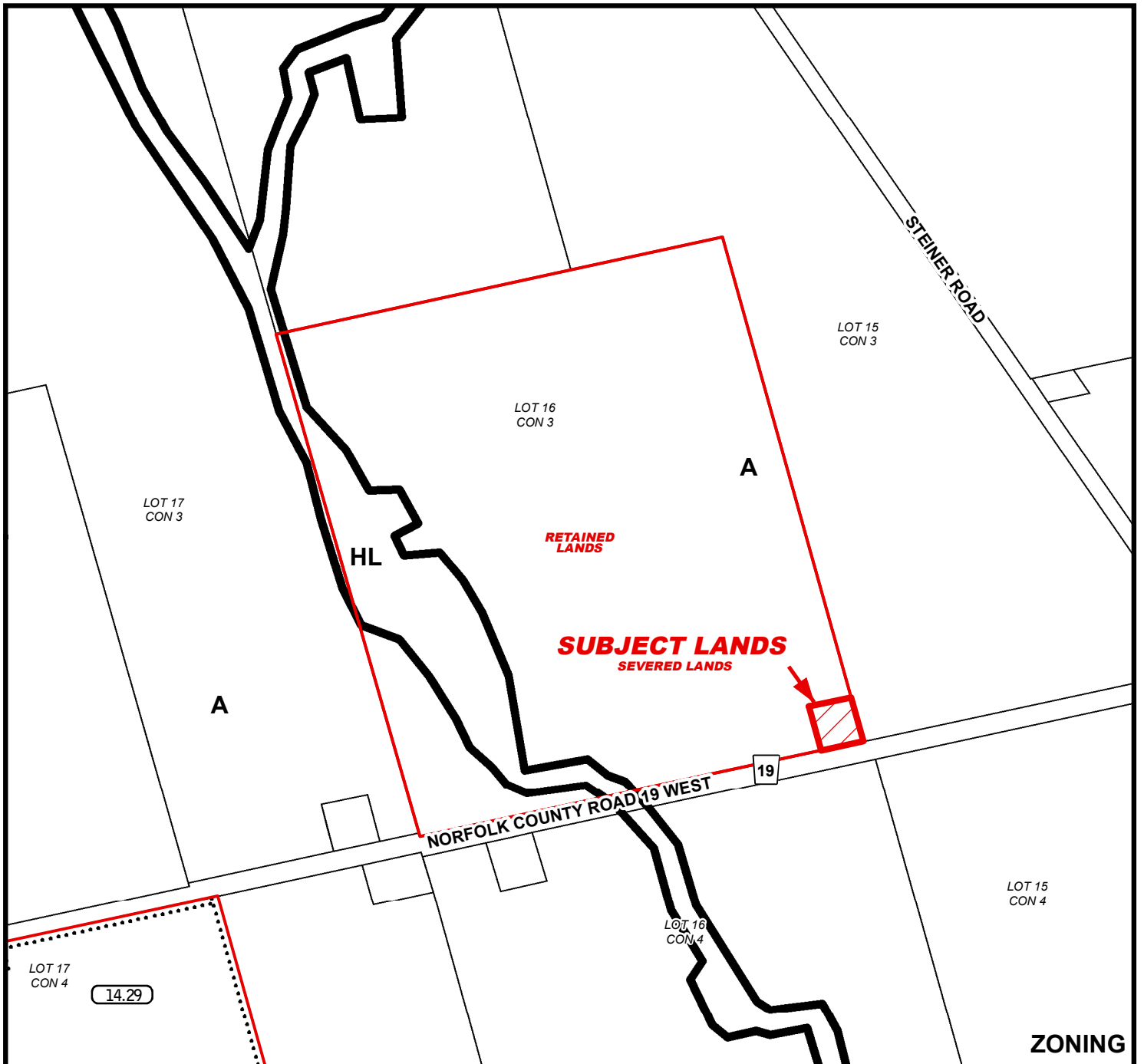
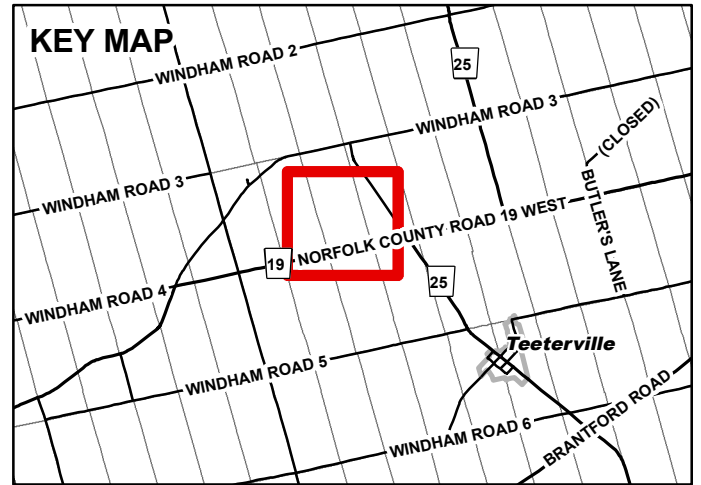
Geographic Township of

WINDHAM



1:7,500

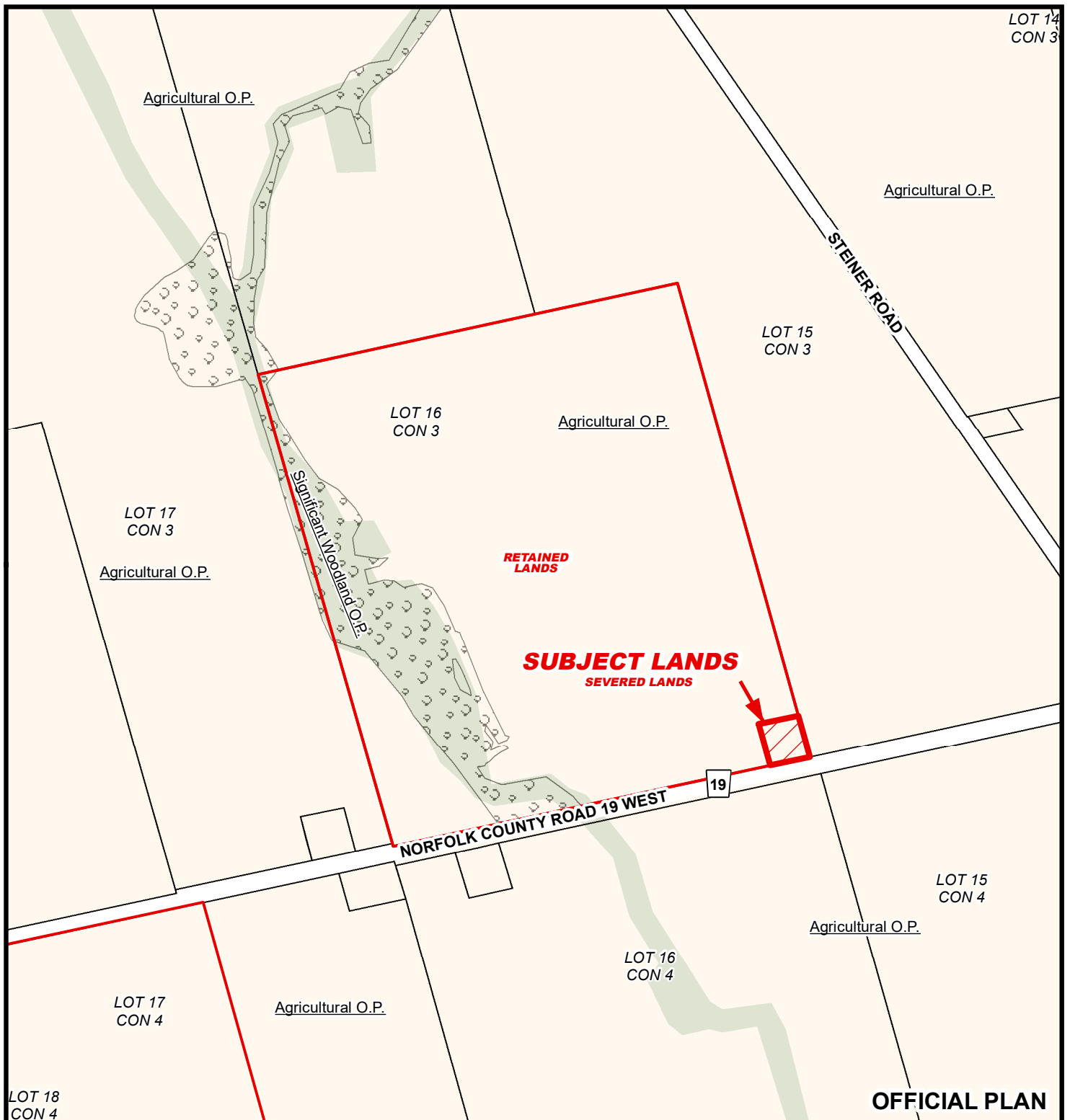
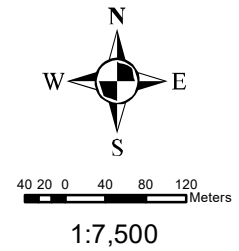
60 30 0 60 120 180 240 Meters



MAP 2

File Number: BNPL2017268

Geographic Township of WINDHAM



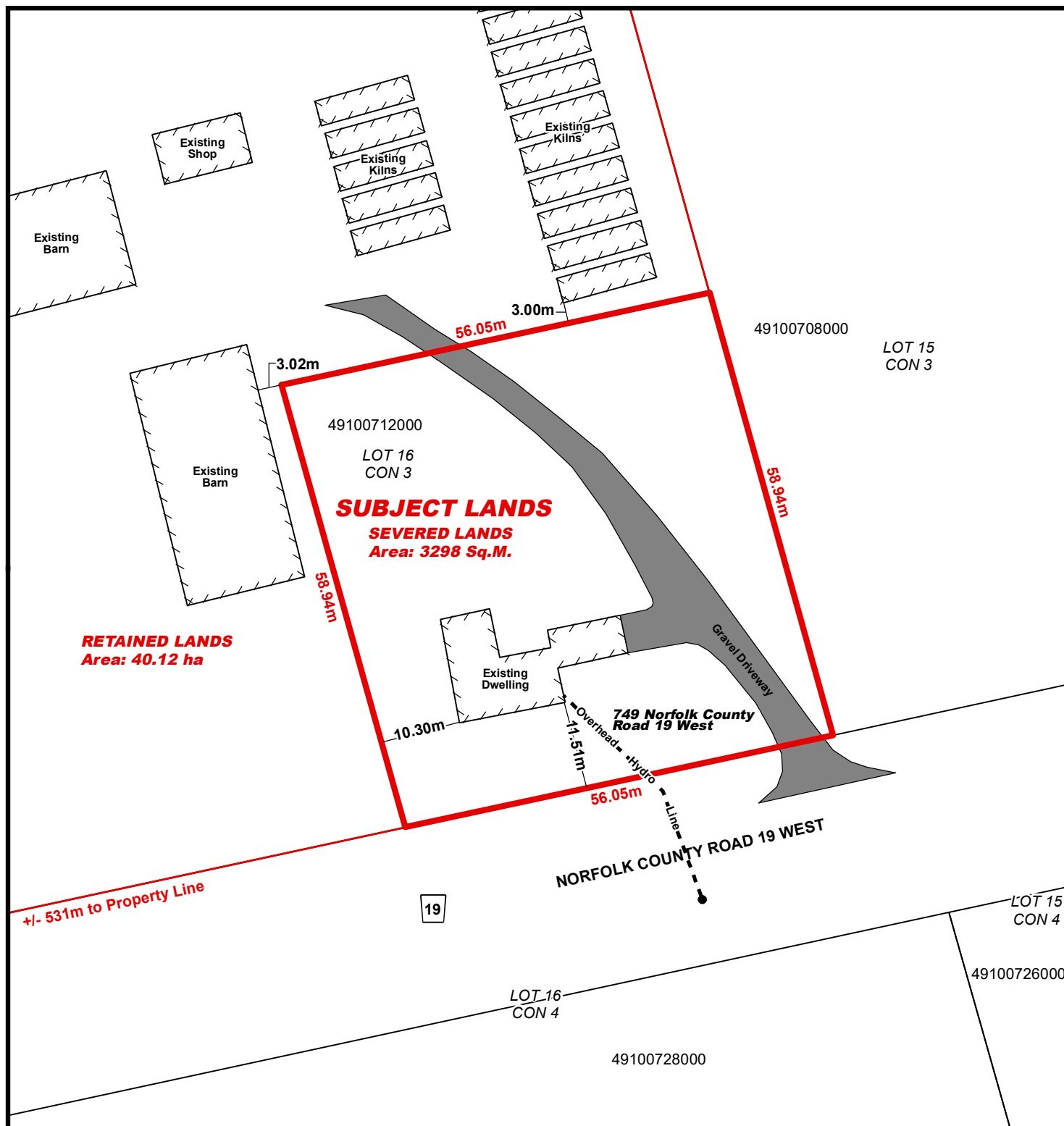
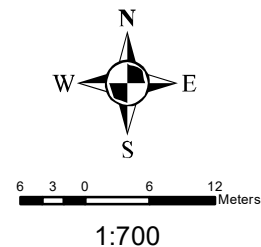
MAP 3

File Number: BNPL2017268

Geographic Township of WINDHAM



Geographic Township of WINDHAM



LOCATION OF LANDS AFFECTED

File Number: BNPL2017268

Geographic Township of WINDHAM

