

**For Office Use Only:**

File Number	<u>BNPL2023136</u>	Application Fee	<u>3,693.00</u>
Related File Number	<u>-</u>	Conservation Authority Fee	<u>514.15 - paid</u>
Pre-consultation Meeting	<u>-</u>	Well & Septic Info Provided	<u>Yes</u>
Application Submitted	<u>March 28, 2023</u>	Planner	<u>Hanne Yager</u>
Complete Application	<u></u>	Public Notice Sign	<u>-</u>

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

- ☐ Consent/Severance/Boundary Adjustment
- ☒ Surplus Farm Dwelling Severance and Zoning By-law Amendment
- ☐ Minor Variance
- ☐ Easement/Right-of-Way

**Property Assessment Roll Number:** 49100415000**A. Applicant Information****Name of Owner** Frew Farms Norfolk Inc.

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** 414 Windham Rd 2**Town and Postal Code** Norwich, ON N0J 1P0**Phone Number** 519 446 9966**Cell Number** **Email** frewfarms@silomail.com**Name of Applicant** Joyce Frew**Address** 414 Windham Rd 2**Town and Postal Code** Norwich, ON N0J 1P0**Phone Number** **Cell Number** 519 808 6571**Email** joyce@joycefrew.ca

**Name of Agent** LandPro Planning Solutions Inc. c/o Mitchell Baker  
**Address** 28 Colborne Street North  
**Town and Postal Code** Simcoe, ON N3Y 3T9  
**Phone Number** \_\_\_\_\_  
**Cell Number** 289-680-6134  
**Email** mitchell@landproplan.ca

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

☐ Owner ☐ Agent ☒ Applicant

X 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):

WDM CON 1 PT LOT 22 RP 37R6108 PART 1

**Municipal Civic Address:** 228 Burford-Delhi Townline Road

**Present Official Plan Designation(s):** Agricultural & Hazard Lands

**Present Zoning:** Agricultural & Hazard Lands

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

☐ Yes ☒ No If yes, please specify:

3. Present use of the subject lands:

Agricultural

4. 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, and height on your attached sketch which must be included with your application:

Farm dwelling, small shed, two (2) barns, two (2) outbuildings. Please refer to attached sketch and planning letter.

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5. If an addition to an existing building is being proposed, please explain what it will be used for (for example a bedroom, kitchen, or bathroom). If new fixtures are proposed, please describe.

N/A

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6. 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, and height on your attached sketch which must be included with your application:

N/A

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7. 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:

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

Unknown

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9. Existing use of abutting properties:

Agricultural

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

☐ Yes ☒ No If yes, describe the easement or restrictive covenant and its effect:

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### C. Purpose of Development Application

Note: Please complete all that apply. **Failure to complete this section will result in an incomplete application.**

#### 1. Site Information (Please refer to Zoning By-law to confirm permitted dimensions)

	Existing	Permitted	Provision	Proposed	Deficiency
Lot frontage	502.7m	30m		56.0m	-
Lot depth	1361.9m	-		62.0m	-
Lot width	502.7m	-		56.0m	-
Lot area	59.8ha	2000m2		3472m2	-
Lot coverage	-	-		-	
Front yard	29.24m	13m		29.24m	-
Rear yard	1315m	9m		16.93m	-
Height	2-storey	11m		2-storey	-
Left Interior side yard	215.19m	3m		31.71m	-
Right Interior side yard	273.71m	3m		10.48m	-
Exterior side yard (corner lot)	-	-		-	
Parking Spaces (number)	-	-		-	
Aisle width	-	-		-	
Stall size	-	-		-	
Loading Spaces	-	-		-	
Other	-	-		-	



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

N/A

3. **Consent/Severance/Boundary Adjustment:** Description of land intended to be severed in metric units:

Frontage: 56.0m

Depth: 62.0m

Width: 56.0m

Lot Area: 3472m<sup>2</sup>

Present Use: Agricultural

Proposed Use: Agricultural/Residential

Proposed final lot size (if boundary adjustment):

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

Description of land intended to be retained in metric units:

Frontage: 301.09m

Depth: 1361.9m

Width: 502.7m

Lot Area: 59.45ha

Present Use: Agricultural

Proposed Use: Agricultural

Buildings on retained land: Small shed, two (2) barns, two (2) outbuildings

4. **Easement/Right-of-Way:** Description of proposed right-of-way/easement in metric units:

Frontage:

Depth:

Width: \_\_\_\_\_

Area: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

**X 5. Surplus Farm Dwelling Severances Only:** List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

Owners Name: Frew Farms Norfolk

Roll Number: 491004 25000 000 / 491004 24000 0000 merged.

Total Acreage: 50/25

Workable Acreage: 40/25

Existing Farm Type: (for example: corn, orchard, livestock) cash crop / beef

Dwelling Present?: ☒ Yes ☐ No If yes, year dwelling built 1974

Date of Land Purchase: 1958 (moved to FFN Nov 2020)

Owners Name: Frew Farms Norfolk.

Roll Number: 491004 32000 0000 / 491004 340100000 merged.

Total Acreage: 100/100

Workable Acreage: 88/98

Existing Farm Type: (for example: corn, orchard, livestock) cash crop / beef

Dwelling Present?: ☒ Yes ☐ No If yes, year dwelling built old 1892?

Date of Land Purchase: moved to FFN Nov 1993

Owners Name: Frew Farms Norfolk.

Roll Number: 491 004 05000 0000

Total Acreage: 100

Workable Acreage: 78

Existing Farm Type: (for example: corn, orchard, livestock) cash crop / grain storage.

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

Date of Land Purchase: moved to FFN Nov 1993

Width:

Area:

Proposed Use:

**5. Surplus Farm Dwelling Severances Only:** List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

Owners Name: Frew Farms Norfolk / Marie Frew

Roll Number: 491 004 29900 0000

Total Acreage: 48

Workable Acreage: 48

Existing Farm Type: (for example: corn, orchard, livestock) cash crop

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

Date of Land Purchase: originally 1995

Owners Name: Frew Farms Norfolk / Marie Frew

Roll Number: 491 008 12000 0000

Total Acreage: 100

Workable Acreage: 96

Existing Farm Type: (for example: corn, orchard, livestock) cash crop

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

Date of Land Purchase: FFN 1993 November (moved to)

Owners Name: Frew Farms Norfolk

Roll Number: 491 004 14500 0000

Total Acreage: 25

Workable Acreage: 25

Existing Farm Type: (for example: corn, orchard, livestock) cash crop

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

Date of Land Purchase: OCT, 2011



Width:

Area:

Proposed Use:

**5. Surplus Farm Dwelling Severances Only:** List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

Owners Name:

Frew Farms Norfolk

Roll Number:

491 008 09000 0000

Total Acreage:

98

Workable Acreage:

81

Existing Farm Type: (for example: corn, orchard, livestock) Cash crop

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

Date of Land Purchase: moved to FFN Nov 1993  
original purchase May 1996.

Owners Name:

Frew Farms Norfolk.

Roll Number:

491 004 04000 0000

Total Acreage:

100

Workable Acreage:

90

Existing Farm Type: (for example: corn, orchard, livestock) Cash crop

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

Date of Land Purchase: moved to FFN Nov 1993

Owners Name:

Frew Farms Norfolk.

Roll Number:

491 008 39500 0000

Total Acreage:

49

Workable Acreage:

49

Existing Farm Type: (for example: corn, orchard, livestock) Cash crop

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

Date of Land Purchase: April 2020

Owners Name: Frew Farms Norfolk.  
Roll Number: 491 008 38000 0000  
Total Acreage: 31  
Workable Acreage: 31  
Existing Farm Type: (for example: corn, orchard, livestock) Cash crop  
Dwelling Present?: ☐ Yes ☒ No If yes, year dwelling built \_\_\_\_\_  
Date of Land Purchase: April 2020

Owners Name: \_\_\_\_\_  
Roll Number: \_\_\_\_\_  
Total Acreage: \_\_\_\_\_  
Workable Acreage: \_\_\_\_\_  
Existing Farm Type: (for example: corn, orchard, livestock) \_\_\_\_\_  
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built \_\_\_\_\_  
Date of Land Purchase: \_\_\_\_\_

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

**D. All Applications: Previous Use of the Property**

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? ☐ Yes ☒ No ☐ Unknown

If yes, specify the uses (for example: gas station, or petroleum storage):

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

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

3. Provide the information you used to determine the answers to the above questions:

Please refer to attached planning letter.

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

4. If you answered yes to any of the above questions in Section D, a previous use inventory showing all known former uses of the subject lands, or if appropriate, the adjacent lands, is needed. Is the previous use inventory attached? ☐ Yes ☒ No

**E. All Applications: 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:

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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:

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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:

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Note: If in an area of source water Wellhead Protection Area (WHPA) A, B or C please attach relevant information and approved mitigation measures from the Risk Manager Official.



4. All Applications: 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. All Applications: Servicing and Access

1. Indicate what services are available or proposed:

### Water Supply

- |  |   |
|--|---|
| <input type="checkbox"/> Municipal piped water       | <input type="checkbox"/> Communal wells         |
| <input checked="" type="checkbox"/> Individual wells | <input type="checkbox"/> Other (describe below) |
- 

### Sewage Treatment

- |  |   |
|--|---|
| <input type="checkbox"/> Municipal sewers  | <input type="checkbox"/> Communal system        |
| <input checked="" type="checkbox"/> Septic tank and tile bed in good working order | <input type="checkbox"/> Other (describe below) |
- 

### Storm Drainage

- |   |  |
|---|--|
| <input type="checkbox"/> Storm sewers           | <input checked="" type="checkbox"/> Open ditches |
| <input type="checkbox"/> Other (describe below) |  |
- 

2. Existing or proposed access to subject lands:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Municipal road | <input type="checkbox"/> Provincial highway     |
| <input type="checkbox"/> Unopened road             | <input type="checkbox"/> Other (describe below) |

Name of road/street:

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## G. All Applications: Other Information

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

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

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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.

Please refer to attached planning letter.

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## **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. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
8. Names of adjacent streets
9. 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:

- ☐ On-Site Sewage Disposal System Evaluation Form (to verify location and condition)
- ☐ 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 Conservation and Parks, 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

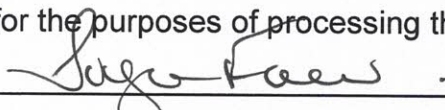
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

### 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.

### 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/Agent Signature

Dec 3, 2022.

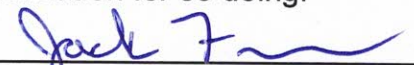
Date

## J. 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.

X I/We Joyce Frew / Jack Frew am/are the registered owner(s) of the lands that is the subject of this application.

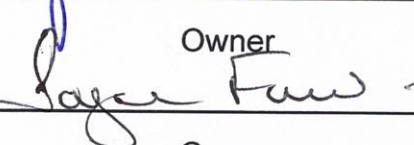
I/We authorize LandPro Planning Solutions Inc. c/o Mitchell Baker to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

X 

Owner

Dec 3 2022

Date



Owner

Dec 3 2022

Date

**\*Note:** If property is owned by an Ontario Ltd. Corporation, Articles of Incorporation are required to be attached to the application.

**K. Declaration**

I, Mitchell Baker of Waterloo, ON

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:

Waterloo

M Baker

Owner/Applicant/Agent Signature

In the Province of Ontario

This 5<sup>th</sup> day of December

A.D., 2022

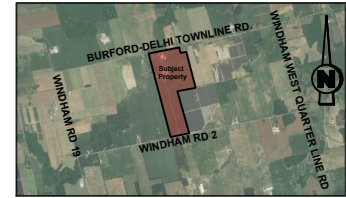
Anita Mary Samuel  
A Commissioner, etc.

Anita Mary Samuel  
Barrister & Solicitor  
Notary Public and Commissioner of Oaths  
in and for the Province of Ontario.  
My commission is of unlimited duration.  
No legal advice given.

**Walk-In Notary**  
22 King Street South, 3rd floor  
Waterloo, ON., N2J 1N8  
226-899-4479  
www.walkinnotary.com

FIGURE A

SCALE 1:16,000



KEY MAP - N.T.S.

## CONCEPTUAL PLAN SEVERANCE

### 228 BURFORD-DELHI TOWNLINE, WINDHAM, NORFOLK COUNTY

WDM CON 1 PT LOT 22 RP 37R6108  
PART 1, NORFOLK COUNTY



LANDPRO PLANNING SOLUTIONS INC.

110 James Street, Suite 204  
St. Catharines, ON  
289-687-3730  
info@landproplan.ca

#### LEGEND:

- EXISTING BOUNDARY
- - - PROPOSED SEVERANCE
- EXISTING BUILDING
- EXISTING WELL

#### PROPOSED SEVERANCE

#### CURRENT

LOT A	59.80 ha (147.78 ac)
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#### PROPOSED

LOT A	59.45 ha (146.92 ac)
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LOT B	0.3472 ha (0.86 ac)
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TOTAL	59.80 ha (147.78 ac)
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#### EXISTING STRUCTURES

STRUCTURE	FOOTPRINT
House	147.78m <sup>2</sup>
Barn 1	492.70m <sup>2</sup>
Shed	53.16m <sup>2</sup>
Barn 2	399.34m <sup>2</sup>

**NOTE:** All EXISTING BUILDING footprint locations and accompanying measurements are according to the Norfolk County GIS Open Database. Location and dimensions of well and septic approximate.



SCALE: AS NOTED

DATE: 24-03-2023

DRAWING NO: 1/1

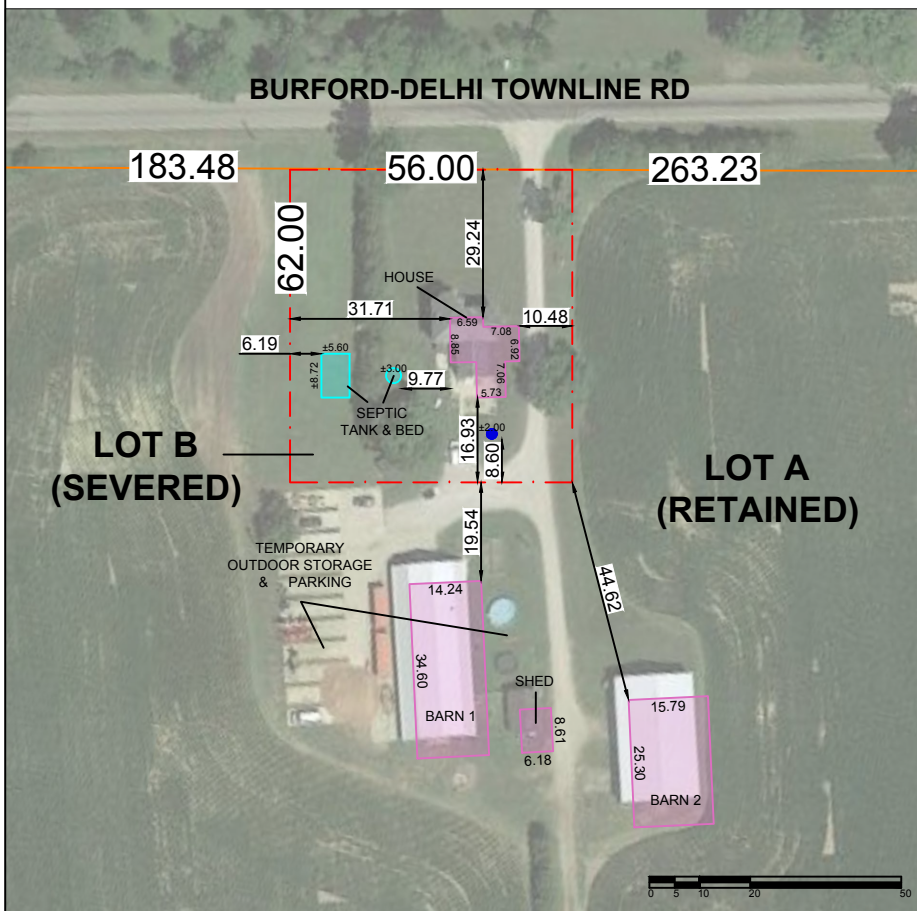
PLOT: 8.5x11"

DESIGNED BY: MC

REVIEWED BY: MS

FIGURE B

SCALE 1:1500





# **Existing** On-Site Sewage System

## **Evaluation Form**



Norfolk County Building Department  
Community Development Division  
185 Robinson Street, Suite 200 Simcoe, Ontario, N3Y 5L6  
[norfolkcounty.ca](http://norfolkcounty.ca)



# Evaluation of On-Site Sewage Systems

## INSTRUCTIONS

1. Please complete the following form by checking appropriate lines and filling in blanks.
2. This Evaluation Form must be completed by a "Qualified" person engaged in the business of constructing on site, installing, repairing, servicing, cleaning or emptying sewage systems.
3. If sewage system malfunctions are found during an evaluation (surfacing or discharge of improperly treated sewage effluent) which indicate a possible health hazard or nuisance, orders may be issued for correction.
4. Evaluations should be scheduled accordingly so as not to delay the application process.
5. Completed Forms **MUST** be submitted as part of a "complete" Planning Application. Failure to meet this date may cause the application to be deferred.
6. Evaluation Forms will become part of the property records of Norfolk County Building Department.
7. No On-Site Sewage System Evaluation will be conducted where:
  - a. snow depth exceeds two (2) inches, or
  - b. grass and brush exceeds twelve (12) inches
8. The comments that are given as a result of this evaluation are rendered without complete knowledge or observation of some of the individual components of the sewage system and applies only to the date and time the evaluation is conducted.

### Collection of Personal Information.

Personal information submitted in this form is collected under the authority with the Municipal Freedom of Information and Protection Act, or for the purpose stated on the specific form being submitted. The information will be used by the Building Department administration for its intended submitted purpose.

Questions about the collection of personal information through this form may be directed to:

Norfolk County's Chief Building Official,  
185 Robinson Street, Simcoe, ON N3Y 5L6, 519-426-5870 ext. 2218,  
  
Information and Privacy Coordinator,  
50 Colborne Street South, Simcoe ON N3Y 4H3, 519-426-5870 ext. 1261,

**Community Development Division- Building Department**

185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 • 519-426-5870 Ext. 6016

<b>Property Information</b>	
Municipal Address	228 Burford-Delhi Townline Rd
Assessment Roll Number	
Date of Evaluation	March 02/2023

<b>Evaluators Information</b>	
Evaluators Name:	Tyler VanderStam
Company Name:	ESSE Canada
Address:	416 Elgin Street, Brantford, ON
Phone:	866-356-3773
Email	info@essecanada.com
BCIN #	121418
<b>Purpose of Evaluation</b>	<input type="checkbox"/> Consent <input type="checkbox"/> Site Plan <input type="checkbox"/> Zoning <input type="checkbox"/> Building Permit Application <input type="checkbox"/> Minor Variance <input checked="" type="checkbox"/> Other <u>Severance app.</u>
<b>Building Information</b>	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural

Gross building area: (m <sup>2</sup> ):	181
Number of bedrooms:	4
Number of fixture units:	10.5
Daily Design Flow: (Litres)	2,000
Is the building currently occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, how long?

<b>Site Evaluation</b>	
Soil type, percolation time (T)	Not applicable
Site slope	<input checked="" type="checkbox"/> Flat <input type="checkbox"/> Moderate <input type="checkbox"/> Steep
Soil condition:	<input type="checkbox"/> Wet <input checked="" type="checkbox"/> Dry
Surface discharge observed	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Odour detected:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Weather at time of evaluation:	Snowy, overcast

<b>System Description</b>	
<input type="checkbox"/> Class 1 - Privy <input type="checkbox"/> Class 2- Greywater <input type="checkbox"/> Class 3 - Cesspool <input checked="" type="checkbox"/> Class 4 - Leaching Bed) <input type="checkbox"/> Class 5 - Holding Tank	

<b>Type of leaching bed. Class 4 -Leaching Bed only - Complete &amp; attach Worksheet E</b>		
<input checked="" type="checkbox"/> A. Absorption Trench	<input type="checkbox"/> B. Filter Bed	<input type="checkbox"/> C. Shallow Buried Trench
<input type="checkbox"/> D. Advance Treatment System	<input type="checkbox"/> E. Type A Dispersal Bed	<input type="checkbox"/> F. Type B Dispersal Bed

<b>Existing Tank Size (litres):</b> 4,500 L		
<input checked="" type="checkbox"/> Pre-cast Concrete	<input type="checkbox"/> Plastic	<input type="checkbox"/> Fibreglass
<input type="checkbox"/> Wood	<input type="checkbox"/> Other (specify):	Pump: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<input checked="" type="checkbox"/> In ground system	<input type="checkbox"/> Raised Bed system Height raised above original grade (metres)
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Setbacks (metres)	Tank		Distribution Pipe	
Distance to buildings & structures	1.5m		12.8m	
Distance to bodies of water	N/A		N/A	
Distance to nearest well	26m		24.75m	
Distance to proposed property lines	Front: 39.5m Rear: 28.5m	Left: 28m Right: 24m	Front: 24.5m Rear: 12m	Left: 13m Right: 36m



## Worksheet A: Dwellings - Daily Design Flow Calculations (Q)

A) Residential Occupancy			(Q) Litres	Total
Number of Bedrooms	1 Bedroom		750	
	2 Bedrooms		1100	
	3 Bedrooms		1600	
	4 Bedrooms		2000	2,000
	5 Bedrooms		2500	
Subtotal (A)				2,000

B) Plus Additional Flow for:				
<b>Note:</b> Use the largest additional flow calculation to determine Daily Design Flow (Q). If none apply Subtotal (B) is zero.				
		Quantity	(Q) Litres	Total
Either	Each bedroom over 5		500	0
Or	Floor space for each 10m <sup>2</sup> over 200m <sup>2</sup> up to 400m <sup>2</sup>		100	0
	Floor space for each 10m <sup>2</sup> over 400m <sup>2</sup> up to 600m <sup>2</sup>		75	
	Floor space for each 10m <sup>2</sup> over 600m <sup>2</sup>		50	
Or	Each Fixture Unit over 20 fixture Units (Total of Worksheet B - 20 = Quantity)		50	0
Subtotal (B)				0
Subtotal A+B=Daily Design Flow (Q)				2,000

## Worksheet B: Dwellings Fixture Unit Count

Fixtures	Units	How Many?		Total
Bath group (toilet, sink, tub or shower) with flush tank	6.0	X	1	= 6.0
Bathtub only(with or without shower)	1.5	X		=
Shower stall	1.5	X		=
Wash basin / Lavatory (1.5 inch trap)	1.5	X		=
Water closet (toilet) tank operated	4.0	X		=
Bidet	1.0	X		=
Dishwasher	1.0	X		=
Floor Drain (3 inch trap)	3.0	X		=
Sink (with/without garbage grinder, domestic and other small type single, double or 2 single with a common trap)	1.5	X	2	= 3.0
Domestic washing machine	1.5	X	1	= 1.5
Combination sink and laundry tray single or double (installed on 1.5 inch trap)	1.5	X		=
Other:				
Total Number of Fixture Units:				10.5

1. Refer to Ontario Building Code Division B Table 7.4.9.3 for a complete listing of fixture types and units.
2. Where the laundry waste is not more than 20% of the total daily design flow, it may discharge to the sewage system. OBC 8.1.3.1(2)
3. Sump pumps are not to be connected to the sewage system. Connection to sewage system may lead to a hydraulic failure of the system.

### Overall System Rating

- ☐ System working properly / no work required.
- ☐ System functioning / Maintenance required.
- ☒ System functioning / Minor repairs required
- ☐ System failure / Replacement required.

Additional Comments:

Note: Any repair or replacement of an on-site sewage system requires a building permit.

Contact the Norfolk County Building Department at (519) 426-5870 ext. 6016 for more information.

### 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 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 respects to all matters pertaining to the existing onsite sewage system evaluation.

Owners Signature:

Date:

#### Evaluator:

I, Tyler VanderStam 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 can 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.

Evaluator Signature: T.V.

Date: March 02/2023

### Building Department Review

Comments:

Building Inspectors Name:

Building Inspector Signature:

Date:

## Worksheet C: Other occupancies types

Camp for the Housing of Workers	Number of Employees	(Q) Litres	Total
<b>Note:</b> building size, number of bedrooms and fixture count are not required for a Camp for the Housing of Workers		250	
Daily Design Flow (Q)			

### Other Occupancy Daily Design Flow Calculation (Q)

To calculate the daily design flow for occupancies, please refer to Ontario Building Code Division B – Part 8 Table 8.2.1.3.B

Establishment	Operator Example: number of seats, per floor area, number of employees/students	Volume Litres	Total
Daily Design Flow (Q)			

## Work Sheet D: Septic Tank Size

Minimum septic tank size permitted by the Ontario Building Code is 3600 litres.

Minimum holding tank size permitted by the Ontario Building Code is 9000 litres.

Occupancy type	Daily Design Flow (Q)	Minimum tank size (L)
<b>Residential Occupancy</b> house, apartment, camp for housing of workers	2,000	X 2 = 4,000
<b>All Other Occupancies</b>		X 3 =
<b>Holding Tank</b>		X 7 =



## Worksheet E: Leaching Bed Calculations (Class 4)

<b>Complete One of A, B, C, D, E, F</b>		
<b><input type="checkbox"/> A. Absorption Trench</b>		
Total length of distribution pipe	Conventional $(Q \times T) \div 200 =$ _____ m Type I leaching chambers $(Q \times T) \div 200 =$ _____ m Type II leaching chambers $(Q \times T) \div 300 =$ _____ m Configured as: <u>6</u> runs of <u>15.25</u> m Total: <u>91.5</u> m	
<b><input type="checkbox"/> B. Filter Bed</b>		
<b>Effective Area</b> If $Q \leq 3000$ litres per day use $Q \div 75$ If $Q > 3000$ litres per day use $Q \div 50$ Level II-IV treatment units, use $Q \div 100$ <b>Distribution Pipe</b> <b>Contact Area = <math>(Q \times T) \div 850</math></b> <b>Mantel (see Part 1)</b>	<b>Effective area:</b> _____ $(Q) \div$ _____ $(75, 50, \text{ or } 100) =$ _____ $\text{m}^2$ <b>Configured as:</b> _____ m x _____ m <b>Number of beds</b> _____  <b>Number of runs:</b> _____ <b>Spacing of runs:</b> _____ m <b>Contact Area:</b> $(\text{_____ } (Q) \times \text{_____ } (T)) \div 850 =$ _____ $\text{m}^2$	
<b><input type="checkbox"/> C. Shallow Buried Trench</b>		
Percolation time (T) of soil in minutes:	Length of distribution pipe (metres)	$(L) =$ _____ $(Q) \div$ _____ $(75, 50, 30) =$ _____ m <b>Configured as:</b> _____ runs of _____ m Total: _____ m
1 < T ≤ 20	Q ÷ 75 metres	
20 < T ≤ 50	Q ÷ 50 metres	
50 < T < 125	Q ÷ 30 metres	
<b><input type="checkbox"/> D. Advance Treatment System</b>		
Provide description of system.		
<b><input type="checkbox"/> E. Type A Dispersal Bed</b>		
<b>Stone Layer</b> If $Q \leq 3000$ litres per day, use $Q \div 75$ If $Q > 3000$ litres per day, use $Q \div 50$ <b>Sand Layer</b> 1 < T ≤ 15 use $(Q \times T) \div 850$ T > 15 use $(Q \times T) \div 400$	<b>Stone Layer =</b> _____ $(Q) \div$ _____ $(75 \text{ or } 50) =$ _____ $\text{m}^2$  <b>Sand Layer =</b> $(\text{_____ } (Q) \times \text{_____ } (T)) \div (850 \text{ or } 400) =$ _____ $\text{m}^2$	
<b><input type="checkbox"/> F. Type B Dispersal Bed</b>		
Area = $(Q \times T) \div 400$ <b>Linear Loading Rate (LLR)</b> T < 24 minutes, use 50 L/min If T ≥ 24 minutes, use 40 L/min  <b>Distribution Pipe</b>	<b>Area =</b> $(\text{_____ } (Q) \times \text{_____ } (T)) \div 400 =$ _____ $\text{m}^2$ <b>Pump chamber capacity =</b> _____ L <b>Length <math>(Q \div \text{LLR}) =</math></b> _____ m <b>Bed configuration =</b> _____ m x _____ m = _____ $\text{m}^2$ <b>Number of Beds =</b> _____  <b>Configured as:</b> _____ runs of _____ m Total: _____ m	

## Photos for Reference



1. Dwelling profile



2. Septic tank location



3. Septic tank inlet



4. Septic tank outlet – clean effluent filter every 6 months



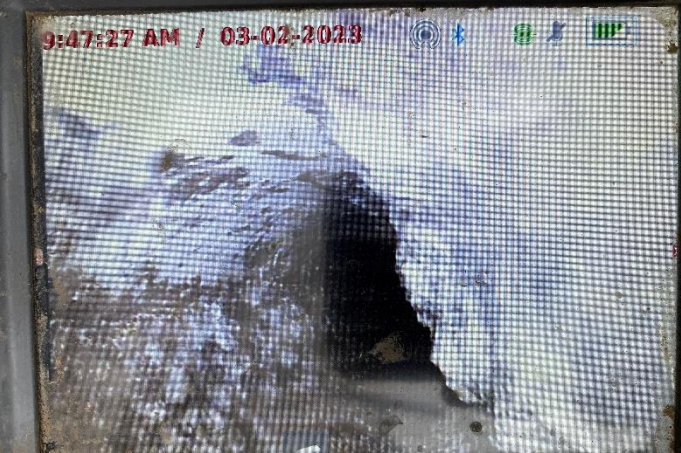





5. Septic tank solids accumulation measurement – pump out required



6. Camera inspection of discharge line



## Photos for Reference

	
<p>7. Interior of discharge line – significant sludge observed</p>	<p>8. Interior of discharge line at junction with header pipe</p>
	
<p>9. Path of discharge line and center feed header pipe with distribution laterals marked</p>	<p>10. Location of leaching field blue flags mark component and pink flags mark setback to property line</p>
	
<p>11. Soil test pit excavated – trench contains biomat. Remediation is recommended as this is a sign of stress</p>	<p>12. Leaching field excavation</p>



## SITE DIAGRAM:



### BY-LAW NUMBER 3

A By-Law relating to the transaction of the business and affairs of  
FREW FARMS NORFOLK INC. (the "Corporation")  
amending by-law number 1.

BE IT PASSED AND MADE as a by-law of the Corporation as follows:

Execution of Documents - Deeds, transfers, assignments, contracts, obligations and other instruments in writing requiring execution by the Corporation may be signed by any one of the President or the Secretary or the Treasurer alone.

Notwithstanding the foregoing, the board may from time to time direct the manner in which and the person or persons by whom a particular document or class of documents shall be executed.

Any person authorized to sign any document may affix the corporate seal thereto.

PASSED AND MADE this 1st day of July, 2018.



Jack Frew - President



Joyce Frew - Secretary

DIRECTORS:



Jack Frew

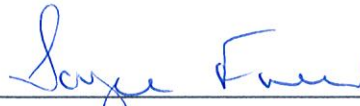
SHAREHOLDERS:



Jack Frew



Joyce Frew



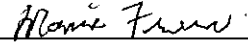
Joyce Frew



Gordon Mitchell Frew, by his Power of  
Attorney, Betty Marie Frew

A stylized, handwritten signature in black ink, appearing to read 'Mark Frew', positioned above a horizontal line.

Mark Frew

A handwritten signature in black ink, appearing to read 'Betty Marie Frew', positioned above a horizontal line.

Betty Marie Frew



# Form 1 CIA Annual Return Report

## CONFIRMATION OF FILING

**TRANS ID:** 146677

**SUBMITTED:** January 24, 2023 10:27 AM ET

**OBR TRANS ID:** APP-A10112608222

**Reference Info:** Frew Farms Norfolk

**Document Type:** Annual Return 2022

**Docket Info:** 45305

**Corp. Name:** FREW FARMS NORFOLK INC.

**Corp No:** 1817851

**Incorp./Amalg. Date:** May 01, 2010

**Registered/Head Office:** 414 Windham Road #2, Norwich, CA, ON, N0J 1P0

**Official Email Address:** frewfarms@silomail.com

**NAICS Code:** 112110

**Primary Activity:** Beef cattle ranching and farming, including feedlots

### CONTACT INFO:

**First Name:** Michele

**Middle Name:**

**Last Name:** Ruel

**Email:** mruel@brimage.com

**Telephone:** 1-519-4265840, Ext. 231

### CERTIFICATION:

**Type:** officer

**First Name:** JOYCE

**Middle Name:**

**Last Name:** FREW

**Address:** 452, Little Lake Road, Norwich, N0J 1P0,  
ON, CA

**Email:** joyce@joycefrew.ca

**PERSON AUTHORIZING:** Robert Fuller

### Administrator Information

Administrator Information	Position	Elected/Appointed	Ceased
JACK FREW, 226172 Otterville Road La Salette, ON, CA, N0E 1H0	PRESIDENT	2010-12-01	
JOYCE FREW, 452 Little Lake Road Norwich, ON, CA, N0J 1P0	SECRETARY	2018-03-31	
JOYCE FREW, 452 Little Lake Road Norwich, ON, CA, N0J 1P0	TREASURER	2018-03-31	
BETTY MARIE FREW, R R #1 Norwich, ON, CA, N0J 1P0	SECRETARY	2010-05-01	2010-12-01
BETTY MARIE FREW, R R #1 Norwich, ON, CA, N0J 1P0	TREASURER	2010-05-01	2010-12-01
GORDON MITCHELL FREW, R R #1 Norwich, ON, CA, N0J 1P0	PRESIDENT	2010-05-01	2010-12-01



JACK FREW, 226172 Otterville Road La Salette, ON, CA, N0E 1H0	VICE-PRESIDENT	2010-05-01	2010-12-01
ROBERT TURVEY, 414 Windham Road #2 R.R. #1 Norwich, ON, CA, N0J 1P0	SECRETARY	2010-12-01	2018-03-31
ROBERT TURVEY, 414 Windham Road #2 R.R. #1 Norwich, ON, CA, N0J 1P0	TREASURER	2010-12-01	2018-03-31
JACK FREW, 226172 Otterville Road La Salette, ON, CA, N0E 1H0	Director	2010-05-01	
JOYCE FREW, 452 Little Lake Road Norwich, ON, CA, N0J 1P0	Director	2018-03-31	
BETTY MARIE FREW, R R #1 Norwich, ON, CA, N0J 1P0	Director	2010-05-01	2010-12-01
GORDON MITCHELL FREW, R R #1 Norwich, ON, CA, N0J 1P0	Director	2010-05-01	2010-12-01
ROBERT TURVEY, 414 Windham Road #2 R.R. #1 Norwich, ON, CA, N0J 1P0	Director	2010-12-01	2018-03-31

----- **END OF REPORT** -----

Properties

PIN

50175 - 0117    LT

Interest/Estate

Fee Simple

Description

PT LT 22, 21 CON 1 WINDHAM AS IN NR456851, PT 1 37R6108; NORFOLK COUNTY

Address

228 BURFORD-DELHI TL  
WINDHAM CENTRE

Consideration

Consideration

\$2.00

Transferor(s)

The transferor(s) hereby transfers the land to the transferee(s).

Name

FREW, JACK MACLELLAND

Address for Service

226172 Otterville Rd.  
LaSalette, Ontario  
N0E 1H0

I am at least 18 years of age.

I am not a spouse

This document is not authorized under Power of Attorney by this party.

Transferee(s)	Capacity	Share
<div><div>Name</div><div>FREW FARMS NORFOLK INC.</div></div> <div><div>Address for Service</div><div>414 Windham Rd 2 Norwich, Ontario N0J 1P0</div></div>		

Statements

STATEMENT OF THE TRANSFEROR (S): The transferor(s) verifies that to the best of the transferor's knowledge and belief, this transfer does not contravene the Planning Act.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEROR (S): I have explained the effect of the Planning Act to the transferor(s) and I have made inquiries of the transferor(s) to determine that this transfer does not contravene that Act and based on the information supplied by the transferor(s), to the best of my knowledge and belief, this transfer does not contravene that Act. I am an Ontario solicitor in good standing.

STATEMENT OF THE SOLICITOR FOR THE TRANSFEREE (S): I have investigated the title to this land and to abutting land where relevant and I am satisfied that the title records reveal no contravention as set out in the Planning Act, and to the best of my knowledge and belief this transfer does not contravene the Planning Act. I act independently of the solicitor for the transferor(s) and I am an Ontario solicitor in good standing.

Signed By

James Augustine Boll

21 Norfolk St. N.  
Simcoe  
N3Y 4L1

acting for  
Transferor(s)

Signed

2022 11 16

Tel

519-426-5840

Fax

519-426-7515

I am the solicitor for the transferor(s) and the transferee(s) and this transfer is being completed in accordance with my professional standards.

I have the authority to sign and register the document on behalf of all parties to the document.

James Augustine Boll

21 Norfolk St. N.  
Simcoe  
N3Y 4L1

acting for  
Transferee(s)

Signed

2022 11 16

Tel

519-426-5840

Fax

519-426-7515

I am the solicitor for the transferor(s) and the transferee(s) and this transfer is being completed in accordance with my professional standards.

I have the authority to sign and register the document on behalf of all parties to the document.

Submitted By

BRIMAGE, TYRRELL, VAN SEVEREN & HOMENIUK

21 Norfolk St. N.  
Simcoe  
N3Y 4L1

2022 11 16

Submitted By

Tel            519-426-5840

Fax            519-426-7515

Fees/Taxes/Payment

Statutory Registration Fee	\$69.00
Provincial Land Transfer Tax	\$0.00
Total Paid	\$69.00

File Number

Transferor Client File Number :

65047

LAND TRANSFER TAX STATEMENTS

In the matter of the conveyance of: 50175 - 0117 PT LT 22, 21 CON 1 WINDHAM AS IN NR456851, PT 1 37R6108; NORFOLK COUNTY

BY: FREW, JACK MACLELLAND  
TO: FREW FARMS NORFOLK INC.

1. JOYCE FREW

- I am
- ☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
  - ☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
  - ☐ (c) A transferee named in the above-described conveyance;
  - ☐ (d) The authorized agent or solicitor acting in this transaction for \_\_\_\_\_ described in paragraph(s) (\_\_) above.
  - ☒ (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for FREW FARMS NORFOLK INC. described in paragraph(s) (c) above.
  - ☐ (f) A transferee described in paragraph (\_\_) and am making these statements on my own behalf and on behalf of \_\_\_\_\_ who is my spouse described in paragraph (\_\_) and as such, I have personal knowledge of the facts herein deposed to.

3. The total consideration for this transaction is allocated as follows:

(a) Monies paid or to be paid in cash	\$2.00
(b) Mortgages (i) assumed (show principal and interest to be credited against purchase price)	\$0.00
(ii) Given Back to Vendor	\$0.00
(c) Property transferred in exchange (detail below)	\$0.00
(d) Fair market value of the land(s)	\$0.00
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$0.00
(f) Other valuable consideration subject to land transfer tax (detail below)	\$0.00
(g) Value of land, building, fixtures and goodwill subject to land transfer tax (total of (a) to (f))	\$2.00
(h) VALUE OF ALL CHATTELS -items of tangible personal property	\$0.00
(i) Other considerations for transaction not included in (g) or (h) above	\$0.00
(j) Total consideration	\$2.00

- 4.
- Explanation for nominal considerations:
- c) beneficial owner to trustee (evidence required to be submitted)

5. The land is not subject to an encumbrance

6. Other remarks and explanations, if necessary.

- The information prescribed for the purposes of section 5.0.1 of the Land Transfer Tax Act is required to be provided for this conveyance. The information has been provided as confirmed by A2146116.
- The transferee(s) has read and considered the definitions of "designated land", "foreign corporation", "foreign entity", "foreign national", "Greater Golden Horseshoe Region", "specified region", "spouse" and "taxable trustee" as set out in subsection 1(1) of the Land Transfer Tax Act and O. Reg 182/17. The transferee(s) declare that this conveyance is not subject to additional tax as set out in subsection 2(2.1) of the Act because:
- (c) The transferee(s) is not a "foreign entity" or a "taxable trustee".
- The transferee(s) declare that they will keep at their place of residence in Ontario (or at their principal place of business in Ontario) such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act for a period of at least seven years.
- The transferee(s) agree that they or the designated custodian will provide such documents, records and accounts in such form and containing such information as will enable an accurate determination of the taxes payable under the Land Transfer Tax Act, to the Ministry of Finance upon request.

PROPERTY Information Record

A. Nature of Instrument:	Transfer				
	LRO 37	Registration No.	NK159120	Date:	2022/11/16
B. Property(s):	PIN 50175 - 0117	Address	228 BURFORD-DELHI TL WINDHAM CENTRE	Assessment Roll No	3310491 - 00415000
C. Address for Service:	414 Windham Rd 2 Norwich, Ontario N0J 1P0				
D. (i) Last Conveyance(s):	PIN 50175 - 0117	Registration No.	NR486448		
	(ii) Legal Description for Property Conveyed: Same as in last conveyance?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Not known <input type="checkbox"/>	
E. Tax Statements Prepared By:	James Augustine Boll 21 Norfolk St. N. Simcoe N3Y 4L1				





**LandPro Planning Solutions Inc.**

110 James St., Suite 204  
St. Catharines, ON L2R 7E8

28 Colborne St. N.  
Simcoe, ON, N3Y 3T9

March 28, 2023

Ms. Jodi Pfaff-Schimus  
Secretary-Treasurer Committee of Adjustment  
180 Robinson Road, Suite 200  
Simcoe, Norfolk County  
Email: [Jodi.Pfaff-Schimus@norfolkcounty.ca](mailto:Jodi.Pfaff-Schimus@norfolkcounty.ca)

**Re: Cover Letter  
Surplus Farm Dwelling Severance (Consent)  
228 Burford-Delhi Townline, Norfolk County**

LandPro Planning Solutions Inc. ("Agent") has been retained by Frew Farms Norfolk c/o Joyce Frew ("Owner") to assist in obtaining the required planning approvals to facilitate the surplus farm dwelling severance.

This letter introduces the submission of this application which comprises of the following:

1. County Application Form, commissioned
2. Planning Justification Letter (LandPro Planning Solutions, March 2023)
3. Site Plan Sketch, (LandPro Planning Solutions Inc., November 2022)
4. Land Transfer NK159120 (Land Registrar, November 2022)
5. OSSD Form and Schematics (ESSE Canada, March 2023)
6. All associated application fees (paid directly by owner)

We trust this submission fulfills the County's requirements for a complete application and look forward to receiving confirmation of the same.

You are welcome to call our office at 289-687-3730 or by email at [mitchell@landproplan.ca](mailto:mitchell@landproplan.ca) with any questions or concerns.

**LANDPRO PLANNING SOLUTIONS Inc.**

---

Mitchell Baker, BES  
Planner | Project Manager



289-680-3164



[mitchell@landproplan.ca](mailto:mitchell@landproplan.ca)



[landproplan.ca](http://landproplan.ca)

---

Michael Sullivan, M.Pl., RPP, MCIP  
President | Founder



289-687-3730



[mike@landproplan.ca](mailto:mike@landproplan.ca)



[landproplan.ca](http://landproplan.ca)



#### LandPro Planning Solutions Inc.

110 James St., Suite 204  
St. Catharines, ON L2R 7E8

28 Colborne St. N.  
Simcoe, ON, N3Y 3T9

March 28, 2023

Planning Department  
County of Norfolk  
185 Robinson Street, Suite 200  
Simcoe, ON  
Email: [coa@norfolkcounty.ca](mailto:coa@norfolkcounty.ca)

Re: **Planning Justification Letter**  
Surplus Farm Dwelling Severance (Consent) Application  
228 Burford-Delhi Townline, Norwich

## 1 INTRODUCTION

LandPro Planning Solutions Inc. ("Agent") has been retained by Frew Farms Norfolk c/o Joyce Frew & Jack Frew ("The Owner") to assist in the preparation of a consent (surplus farm dwelling severance) application for the property they own located at 228 Burford-Delhi Townline Road, Norwich, Norfolk County or legally described as WDM CON 1 PT LOT 22 RP 37R6108 PART 1.

### 1.1 PURPOSE

The accompanying application intends to sever the surplus farm dwelling and associated lands as a result of farm consolidation. The barns will remain on the retained agricultural parcel.

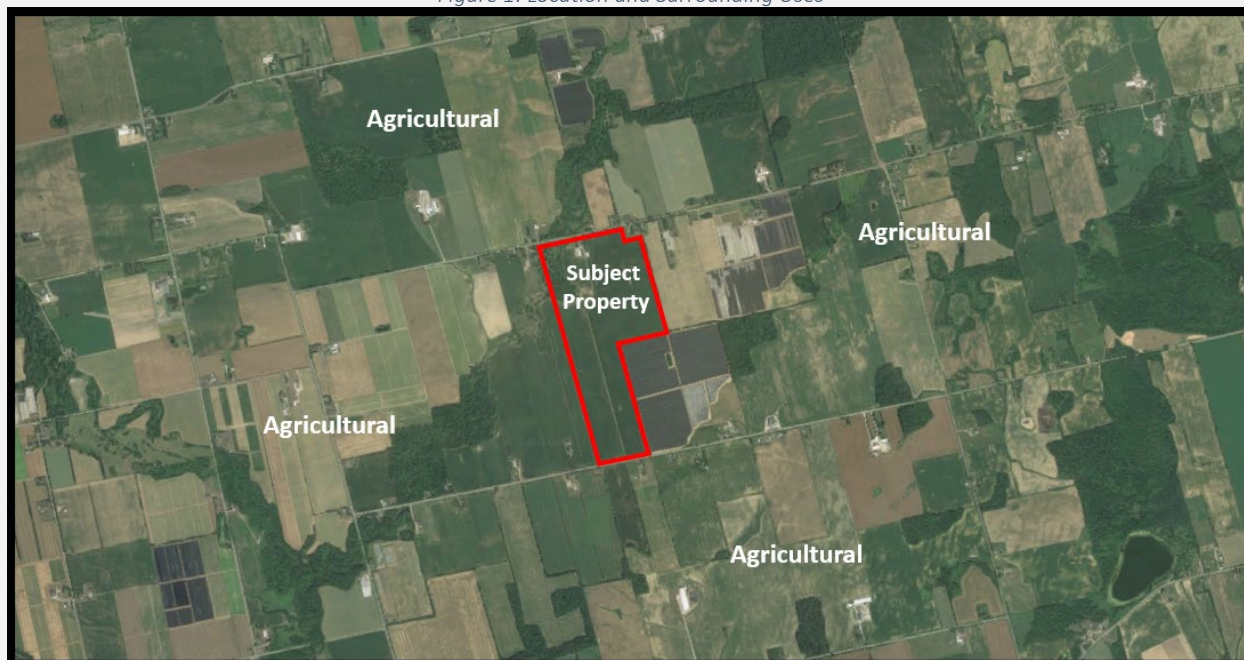
This letter aims to provide justification for the creation of the new lot and provide an overview of the planning merits of this consent application.

## 2 SITE CONTEXT

The subject property is located at 228 Burford-Delhi Townline Road, Norwich, Norfolk County. The property is located on the south side of Burford-Delhi Townline Road, to the east of Windham Road 19, and north of Windham Road 2. See property location shown in **Figure 1** below.



Figure 1: Location and Surrounding Uses



## 2.1 LAND USE CONTEXT

The subject property is designated as *Agricultural* and *Hazard Lands* with some *Significant Woodlands* in the Norfolk County Official Plan and zoned as *Agricultural (A)* and *Hazard Lands (HL)* in the Norfolk County Zoning By-Law 1-Z-2014.

The property is currently used as an agricultural property with the farm cluster in the north portion of the parcel. The immediate surrounding land uses are described below.

North	=	Agricultural
South	=	Agricultural
East	=	Agricultural
West	=	Hazard Lands/Agricultural

## 2.2 PROPERTY DIMENSIONS & PHYSICAL ATTRIBUTES

Table 1 - Property Dimensions

The subject property has frontage onto Burford-Delhi Townline Road and Windham Road 2. The existing property dimensions are presented in Table 1.

Item	Dimension
Lot Frontage	502.7 m +/-
Lot Depth	1361.9 m +/-
Lot Area	59.8 ha +/-

## 2.1 PROPERTY BACKGROUND

---

The property was transferred from Mr. Jack Frew's personal ownership to Frew Farms Norfolk Inc. in November 2022 to make the corporation the registered owner of the property. The farming company has been harvesting the property for decades and will continue to harvest the agricultural lands on the property. Frew Farms Norfolk Inc. owns multiple properties across the County including this property. Due to farm consolidation, the habitable dwelling on this property is surplus to the farming operation and is intended to be severed.

## 3 PROPOSED DEVELOPMENT

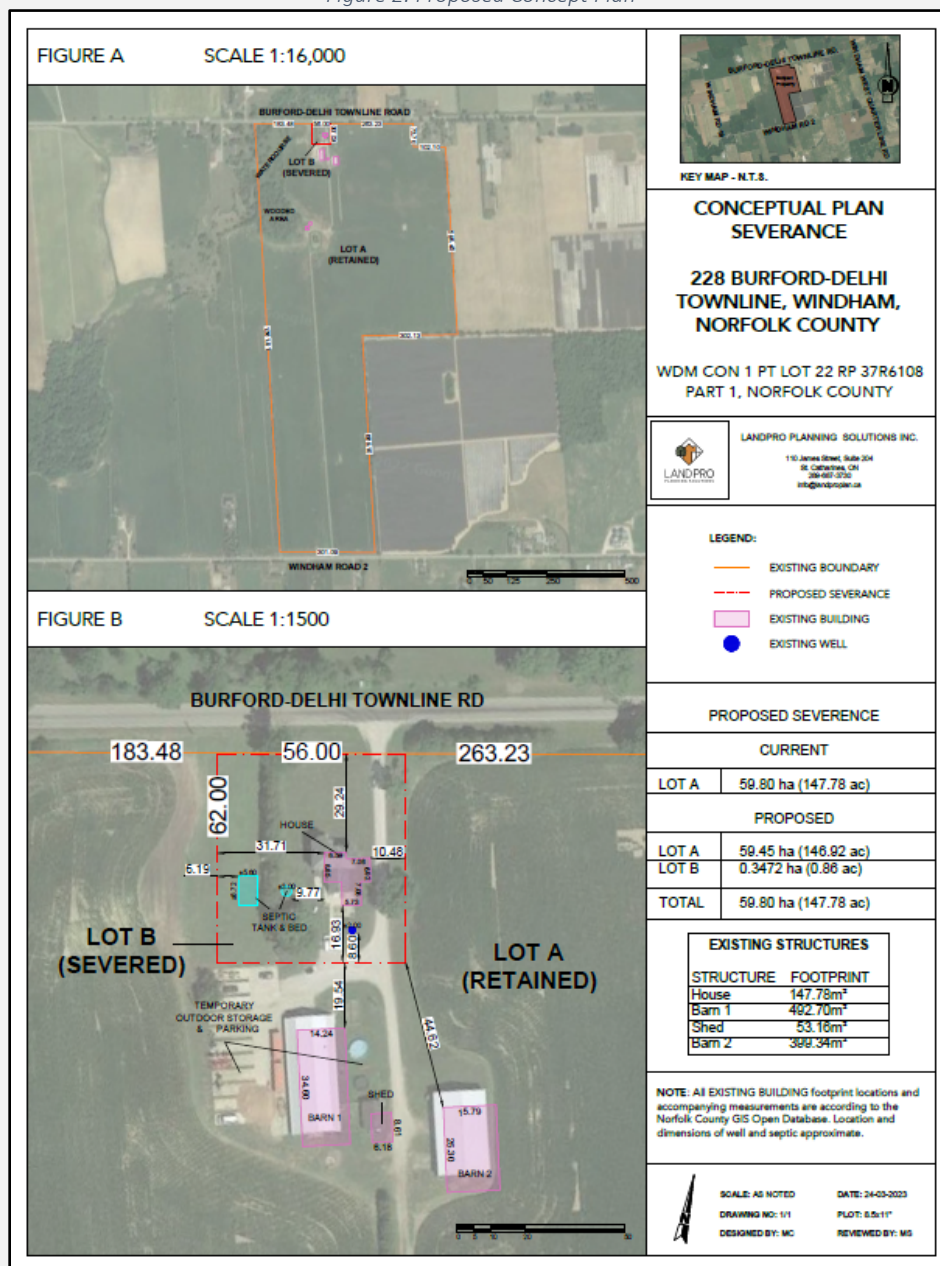
The subject property has one (1) detached dwelling with one (1) small shed and two (2) barns in the northern portion of the property. The proposed severed parcel includes just the dwelling and associated servicing. The agricultural portion of the property (retained parcel) will contain the two (2) outbuildings used for general agricultural storage, an old kiln on a cement pad and an area for outdoor storage of equipment and trailers. There are also two (2) small sheds located centrally by the irrigation pond on the retained parcel that are used for maintenance and storage the associated pumping equipment.

The proposed surplus farm dwelling severance intends to sever a parcel that includes the surplus dwelling and some manicured grass to the west with the septic leaching bed underneath, leaving the shed and barns to the south with the farmlands. The property is serviced by hydro and electric. The severed parcel will be accessed from the existing entrance to Burford-Delhi Townline Road while the retained agricultural parcel will be accessed from Windham Road 2 through an existing entrance. There is no new construction proposed as part of this application.

The proposed severance is shown as **Figure 2**.



Figure 2: Proposed Concept Plan



## 4 LAND USE PLANNING FRAMEWORK

In preparing this application, several policy and regulatory documents were reviewed that need to be addressed to demonstrate good planning. They include the following:

1. Planning Act R.S.O. 1990, c.P13
2. Provincial Policy Statement, 2020;

Surplus Farm Dwelling Severance (Consent) Application  
228 Burford-Delhi Townline, Norwich

3. Norfolk County Official Plan, 2021;
4. Norfolk County Zoning By-Law 1-Z-2014

The proposed development was assessed against these regulations and associated policies. A detailed review is below.

#### **4.1 PLANNING ACT, R.S.O 1990 c.P.13**

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The *Planning Act* is the provincial legislation and provides the basis for land use planning in Ontario, identifying tools for managing how, where and when land use change occurs.

The purposes of the *Act* as outline in **Section 1.1** are **(a)** to promote sustainable economic development in a healthy natural environment, **(b)** to provide for a land use planning system led by provincial policy, **(c)** to integrate matters of provincial interest in provincial and municipal decisions, **(d)** to provide for planning processes that are fair, **(e)** to encourage co-operation and coordination among various interests, and **(f)** to recognize the decision-making authority and accountability of municipal councils in planning.

The matters of Provincial Interest are outlined in **Section 2** of the *Act*. This application *shall have regard to* the following matters: *a), b), c), e), f), g), h), l), m), n), and o).*

As for the criteria listed in **Section 51(24)**, this application has regard for the following criteria: *a), b), c), d), e), f), g), h), i), j), k), l), and m).*

This application has regard for the relevant section of the *Planning Act*.

#### **4.2 PROVINCIAL POLICY STATEMENT, 2020**

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The *Provincial Policy Statement* ("PPS") provides policy direction on matters of provincial interest for all land use development throughout Ontario. It provides direction for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment.

The PPS aims to protect the prime agricultural areas for long term agricultural use **(2.3.1)** and shall only permit the creation of a new lot in accordance with policy **2.3.4.1.c**.

Policy 2.3.4.1.c) identifies that a new lot may be created on an agricultural property given that the residence is surplus to a farming operation. The severed lot will be limited in size to not remove any agricultural lands from active operation **(2.3.4.1.c.1)** and the retained agricultural parcel will only be permitted for agricultural purposes only **(2.3.4.1.c.2)**

Furthermore, the creation of new lots are required to meet the minimum distance separation (MDS) formulae **(2.3.3.3)**. In accordance with **Guideline #9** of the Minimum Distance Separation Document prepared by OMAFRA, the MDS formulae applies to this application as it is required by the municipal Official Plan **(NCOP 7.2.3.c.vii)**. This will be discussed in detail in the following section of this report.

Surplus Farm Dwelling Severance (Consent) Application  
228 Burford-Delhi Townline, Norwich

This consent application involves severing the surplus dwelling from the farm cluster fronting Burford-Delhi Townline Road. The small shed and two (2) barns will remain on the retained agricultural parcel for storage of equipment and crops. The proposed severance is limited in size to accommodate the lands required for the surplus dwelling with associated private servicing and additional manicured and ornamental grasslands maintained by the homeowner. The proposal will not take any agricultural lands out of active production and the remnant parcel will be used for agricultural purposes only. The agricultural parcel will be accessed through an existing entrance in the south to Windham Road 2.

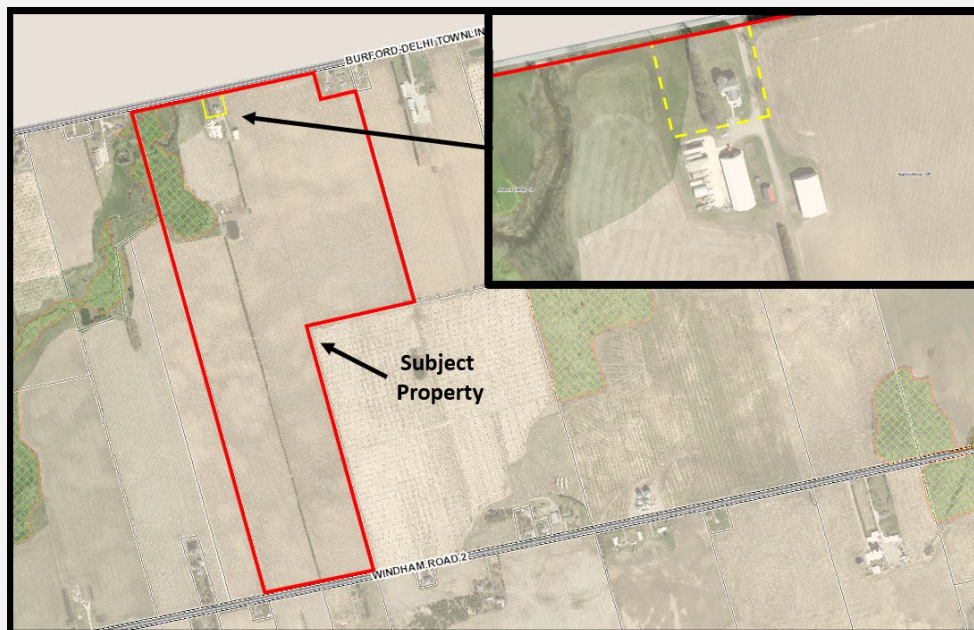
This application is consistent with the *Provincial Policy Statement*.

### 4.3 NORFOLK COUNTY OFFICIAL PLAN, 2021

The *Norfolk County Official Plan* (“NCOP”) contains objectives, policies and mapping that describe the Township’s vision for the next 20+ years, including their approach to managing growth, growing the economy, protecting the natural environment, resources, and agricultural land, and providing sustainable infrastructure.

The property is in a predominantly agricultural area of the former Township of Windham. The NCOP designates the property as “Agricultural” with a section in the northwestern portion of the property designated as “Hazard Lands” and “Significant Woodlands”. There are no negative impacts to be anticipated because of this proposal as there is no development proposed as part of this application. The proposed western boundary line includes the ornamental grassed area with the septic leaching bed beneath and bisects the Hazard Lands portion of the property. These lands will remain unaltered and undisturbed. **Figure 3**, below, shows the property designation and surrounding land uses.

Figure 3: Norfolk County Official Plan



Surplus Farm Dwelling Severance (Consent) Application  
228 Burford-Delhi Townline, Norwich

The consent application is permitted under **7.2.3** of the NCOP. A consent to sever may be considered if the currently habitable dwelling is surplus to a farming operation as a result of farm consolidation (**7.2.3.v**), the dwelling is at least 10 years old (**7.2.3.c.i**), minimal agricultural land taken out of production (**7.2.3.c.ii**), has existing servicing and frontage to a maintained public road (**7.2.3.c.iii & v**). Additionally, the remnant agricultural property shall generally be 40 hectares in size (**7.2.4.a**), no new residential dwelling will be permitted on the remnant agricultural parcel (**7.2.3.b**), and minimal agricultural land is removed from the active production (**7.2.3.c.ii**).

In accordance with the above-mentioned policies, the dwelling is surplus to the farming operations as a result of farm consolidation. Frew Farms Norfolk Inc. owns and harvests numerous agricultural properties across the County. The subject property is owned and harvested by the farming corporation and does not intend to live in the habitable dwelling. Therefore, Frew Farms Norfolk Inc. intends to sever the dwelling as a result of farm consolidation and will continue to farm the harvest and own the agricultural lands.

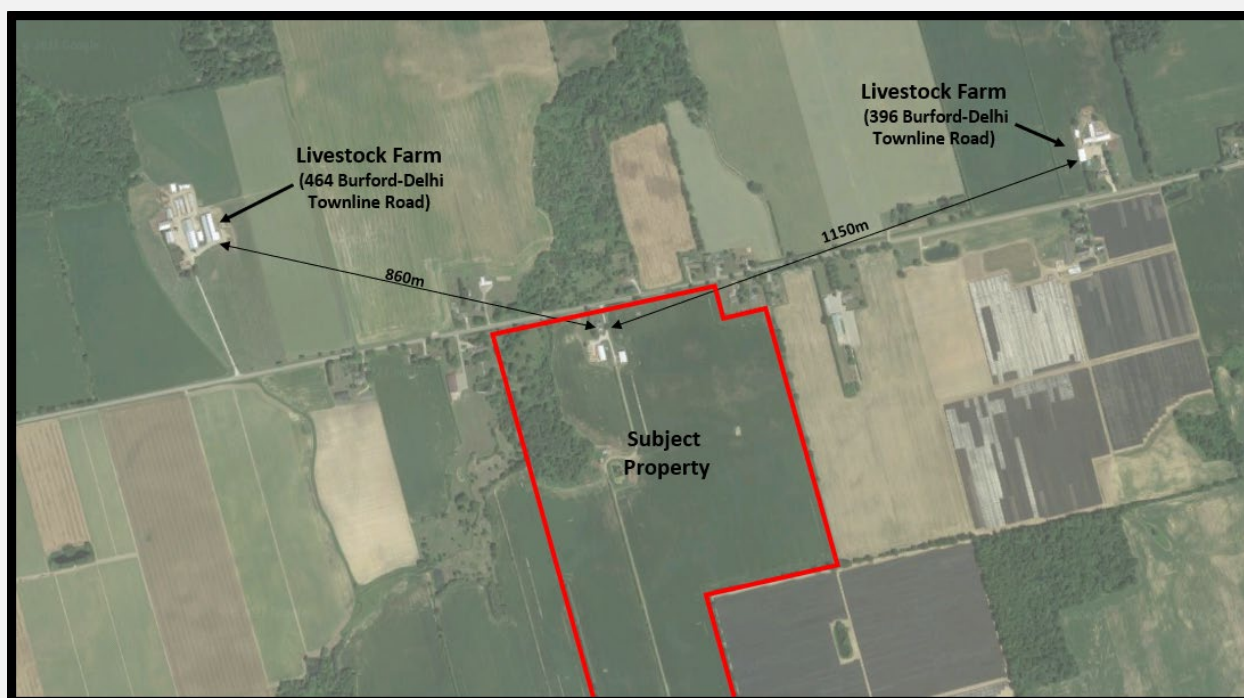
The farm residence is over 10 years old with existing private servicing and frontage onto a public road. The remnant agricultural parcel remains over the minimum area of 40 hectares with an area of approximately 59.45ha. The remnant parcel will also not be permitted to have a new residential dwelling as it shall be used for agricultural purposes only. There is no loss of agriculturally productive lands with this surplus farm dwelling severance.

Lastly, the severed lot must comply with MDS formulae (**7.2.3.c.vii**). In accordance with **Guideline #6** of the Minimum Distance Separation Document prepared by OMAFRA, the MDS formulae is not required to be applied to existing livestock facilities or anaerobic digesters beyond 750 metres away.

Upon review of the surrounding properties and land uses, there appears to be two (2) livestock facilities nearby. The livestock farms are located at 396 Burford-Delhi Townline Road (approx. 1150 metres to the east) and 464 Burford-Delhi Townline Road (approx. 860 metres to the west). Both livestock farms appear to be raising cattle as part of their main operations. The proposed severed lot complies with the MDS requirements and setbacks as these facilities are not within the 750 metre buffer. **Figure 4** displays the distance to each livestock farm.



Figure 4: MDS Mapping with Setbacks



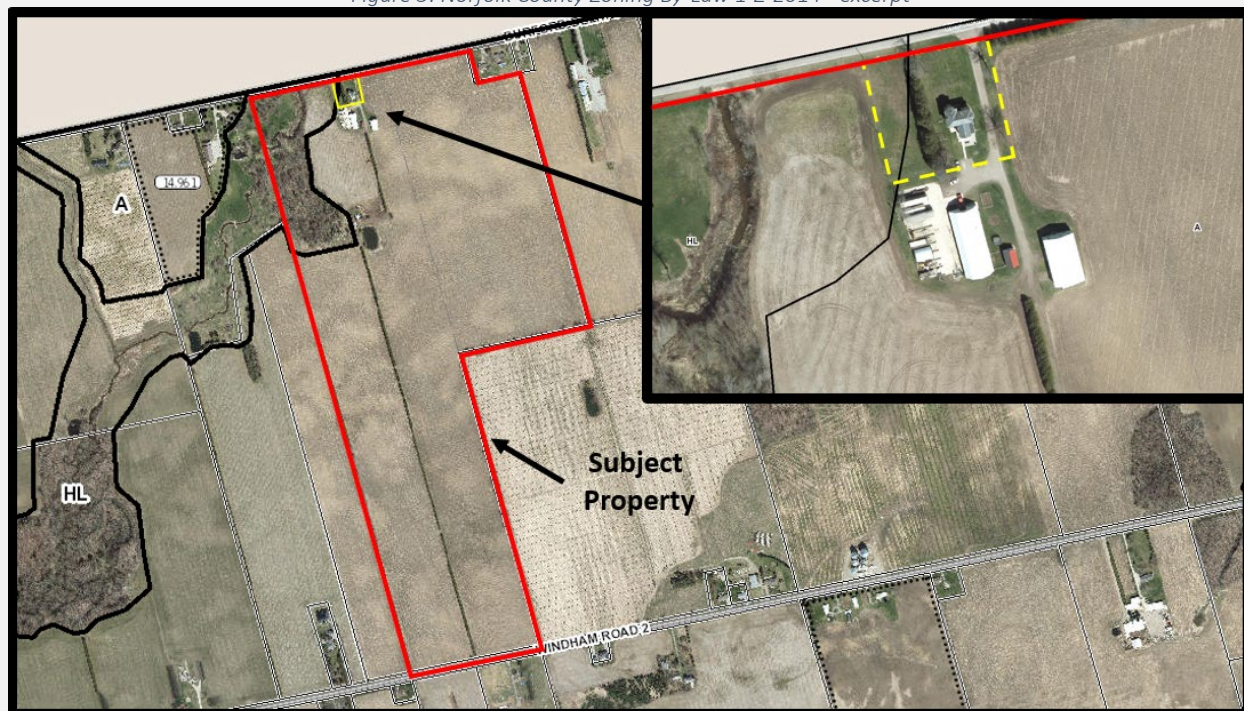
The proposed surplus farm dwelling severance conforms with the *Norfolk County Official Plan*.

#### 4.4 NORFOLK COUNTY ZONING BY-LAW 1-Z-2014

The *Norfolk County Zoning By-Law 1-Z-2014* is used to manage land use compatibility, character and appearance of communities; and to implement policies of the Official Plan.

The current zoning of the property is *Agricultural (A)* and *Hazard Lands (HL)*, as seen in **Figure 5** below. With the approval of this application, the remnant parcel will subsequently be rezoned to prohibit the construction of a new residential dwelling on the agricultural parcel. The existing zoning permits a single family detached dwelling and accessory buildings.

Figure 5: Norfolk County Zoning By-Law 1-Z-2014 - excerpt



There is no new construction proposed as part of this application. The proposed severance is compatible with the permitted uses of the agricultural zoning with no zoning compliance issues on the lot. Please see Agricultural "A" zone provisions below in **Table 2**.

Table 2: Norfolk County Zoning By-Law 1-Z-2014 - Agricultural Provisions

"A" Agricultural Zone					
Zone Provisions			Required	Proposed	Comment
Min.	Lot	Area	2000 m <sup>2</sup>	3472 m <sup>2</sup>	Complies
(residential lot)					
Min	Lot	Area	40 ha	59.80 ha	Complies
(agricultural lot)					
Min. Lot Frontage			30 m	56.0 m (severed)	Complies
Min. Front Yard			13 m	29.24 m	Complies
Min.	Interior	Side	3 m	10.48 m	Complies
Yard					

Surplus Farm Dwelling Severance (Consent) Application  
228 Burford-Delhi Townline, Norwich

Min. Rear Yard	9 m	16.93 m	Complies
Max. Building Height	11 m	<11 m	Complies

As shown in the Table above, the proposed severance would not impact the existing or proposed lots ability to meet all provisions set out by the Zoning By-law.

## 5 PLANNING ANALYSIS

The subject property contains a two-storey residential dwelling, small shed and two (2) barns. The purpose of the application is to sever the lands with the surplus dwelling and associated servicing. The shed and barns will remain on the retained agricultural parcel to be used for agricultural purposes only.

This application has regard to the purposes of the *Planning Act* in Section 1.1. This application also considers Section 2 and Section 51(24) of the *Planning Act*. The matters of provincial interest that this application has regard to are: a), b), c), e), f), g), h), l), m), n), and o).

The *Provincial Policy Statement* may permit the creation of a new lot on agricultural lands given that the residence is surplus to farming operations. The severed lot is limited in size to accommodate the land required for the dwelling and associated servicing with a small grasslands area to be included to the west of the dwelling. The remnant agricultural property will only be permitted to be used for agricultural purposes only with this parcel remaining over the 40ha minimum lot size.

The *Norfolk County Official Plan* designates the property as Agricultural and Hazard Lands. The proposed severance intends to sever a portion of the property that is surplus to the farming operations which includes only the farm dwelling. The newly created lot will exceed the MDS setbacks from the livestock operation located on Burford-Delhi Townline Road. The proposal conforms with the NCOP.

The severance meets the provisions outlined in the *Norfolk County Zoning By-law*. There is no new construction proposed as part of this application. The existing dwelling and accessory structures are a permitted uses on the subject property. With the approval of this application, the remnant parcel will subsequently be rezoned to prohibit a new residential dwelling on the agricultural parcel.

This application has regard for the *Planning Act*, is consistent with the *Provincial Policy Statement*, and conforms to the *Norfolk County Official Plan* and *Norfolk County's Zoning By-law*.

Surplus Farm Dwelling Severance (Consent) Application  
228 Burford-Delhi Townline, Norwich

## 6 CLOSING

It is our opinion that this application represents good planning and should be approved because the application:

1. Has regard to the *Planning Act*;
2. Is consistent with the *Provincial Policy Statement*;
3. Conforms to the *Norfolk County Official Plan*;
4. Conforms to the *Norfolk County Zoning By-Law*;

Please do not hesitate to contact the undersigned if you have any questions or concerns.

Sincerely,

LANDPRO PLANNING SOLUTIONS INC.



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Mitchell Baker, BES  
Planner | Project Manager



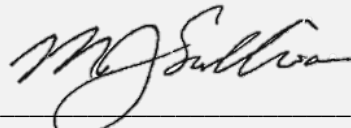
289-680-6134



[mitchell@landproplan.ca](mailto:mitchell@landproplan.ca)



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Michael Sullivan, M.Pl., RPP, MCIP  
President | Founder



289-687-3730

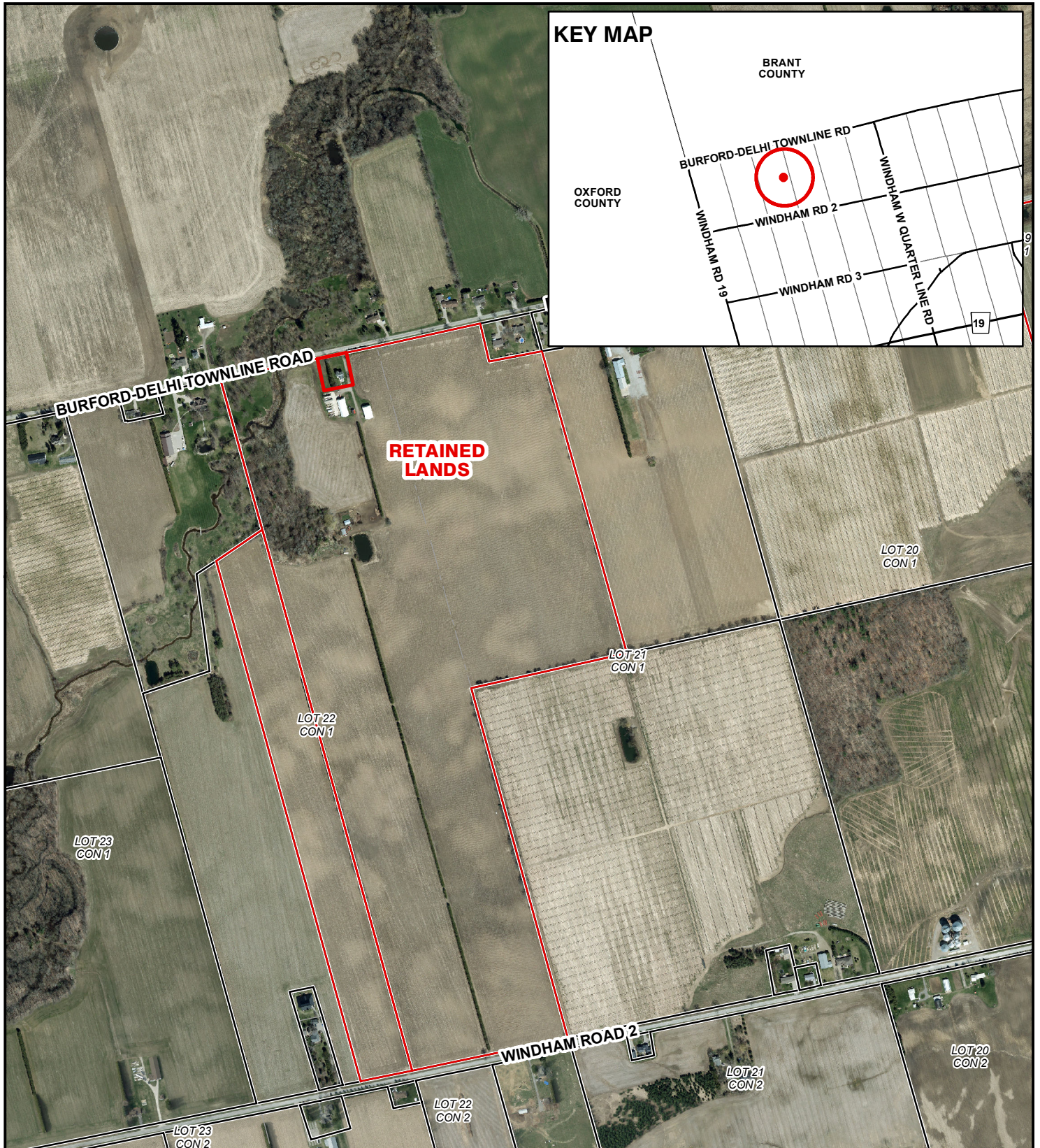


[mike@landproplan.ca](mailto:mike@landproplan.ca)



[landproplan.ca](http://landproplan.ca)

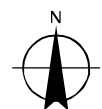




**Legend**

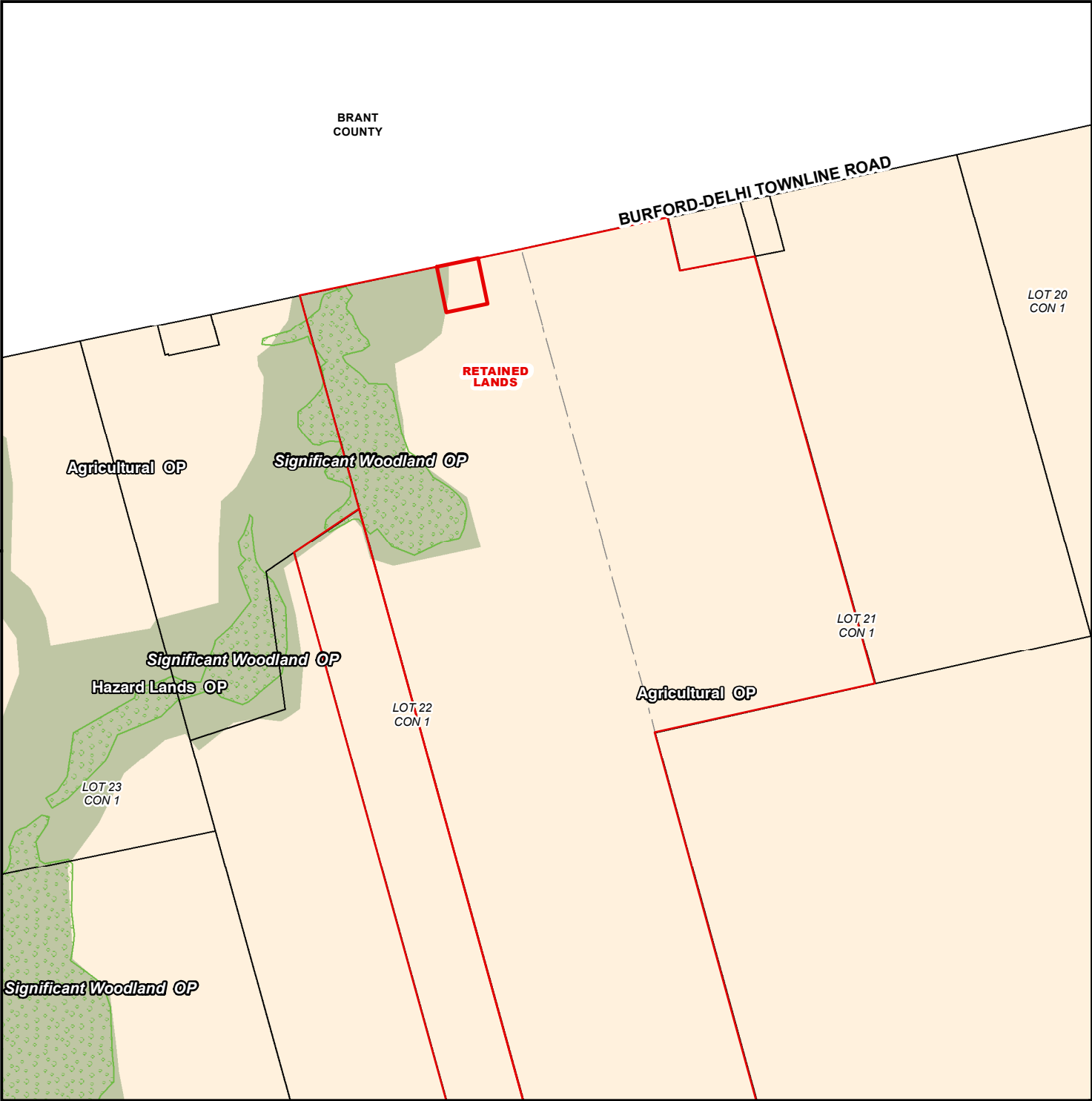
- Subject Lands
- Lands Owned
- 2020 Air Photo

4/28/2023





80 40 0 80 160 240 320 Meters








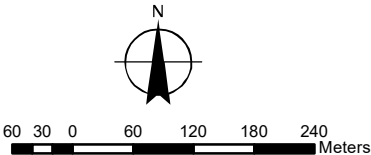
**Legend**

-  Subject Lands
-  Lands Owned

**Official Plan Designations**

-  Agricultural
-  Hazard Lands
-  Significant Woodland

4/28/2023

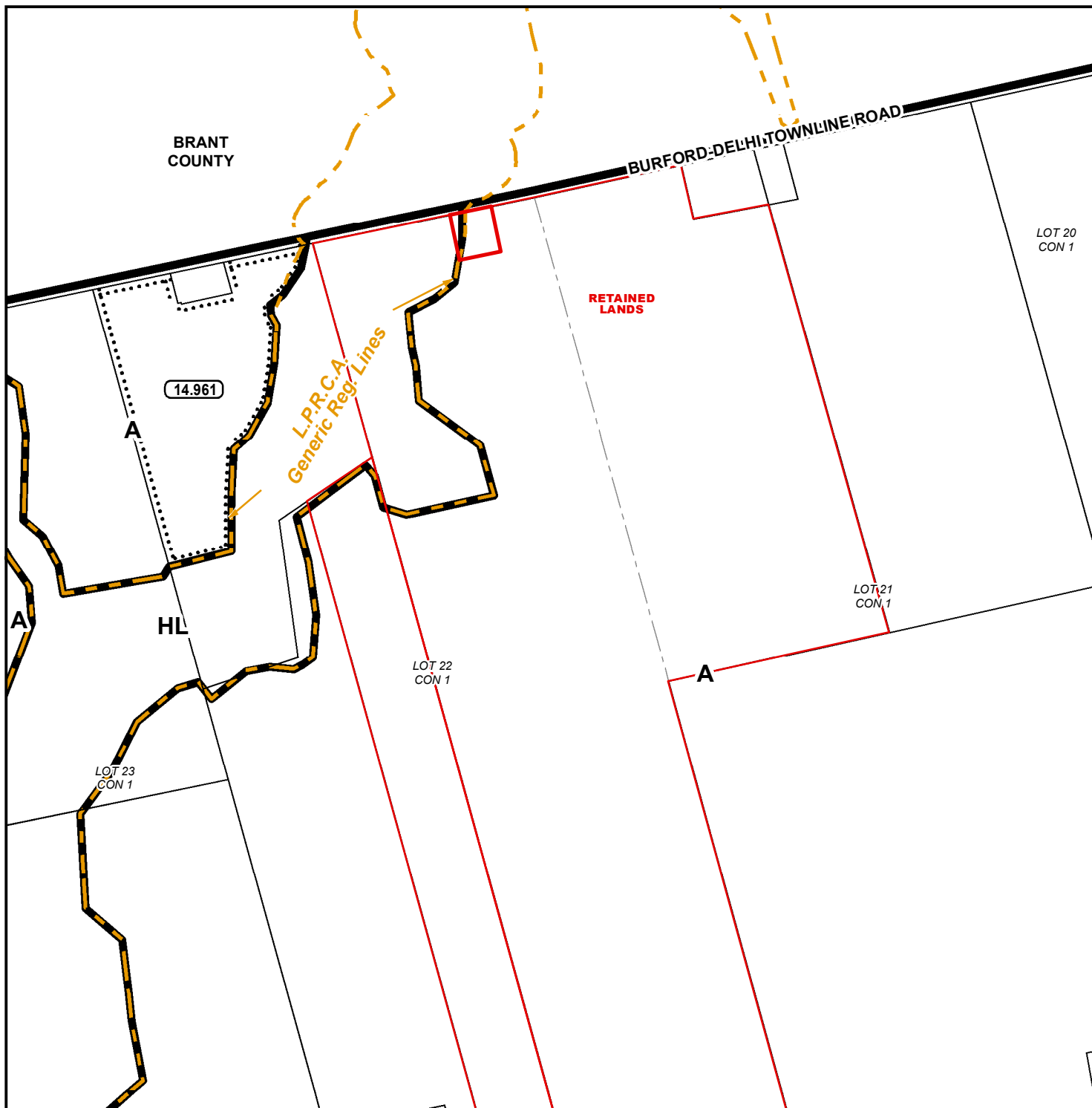


# MAP C

## ZONING BY-LAW MAP

Geographic Township of WINDHAM

BNPL2023136



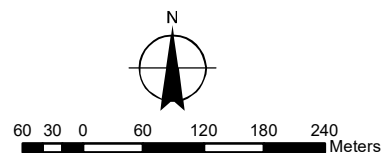
### LEGEND

- Subject Lands
- Lands Owned
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

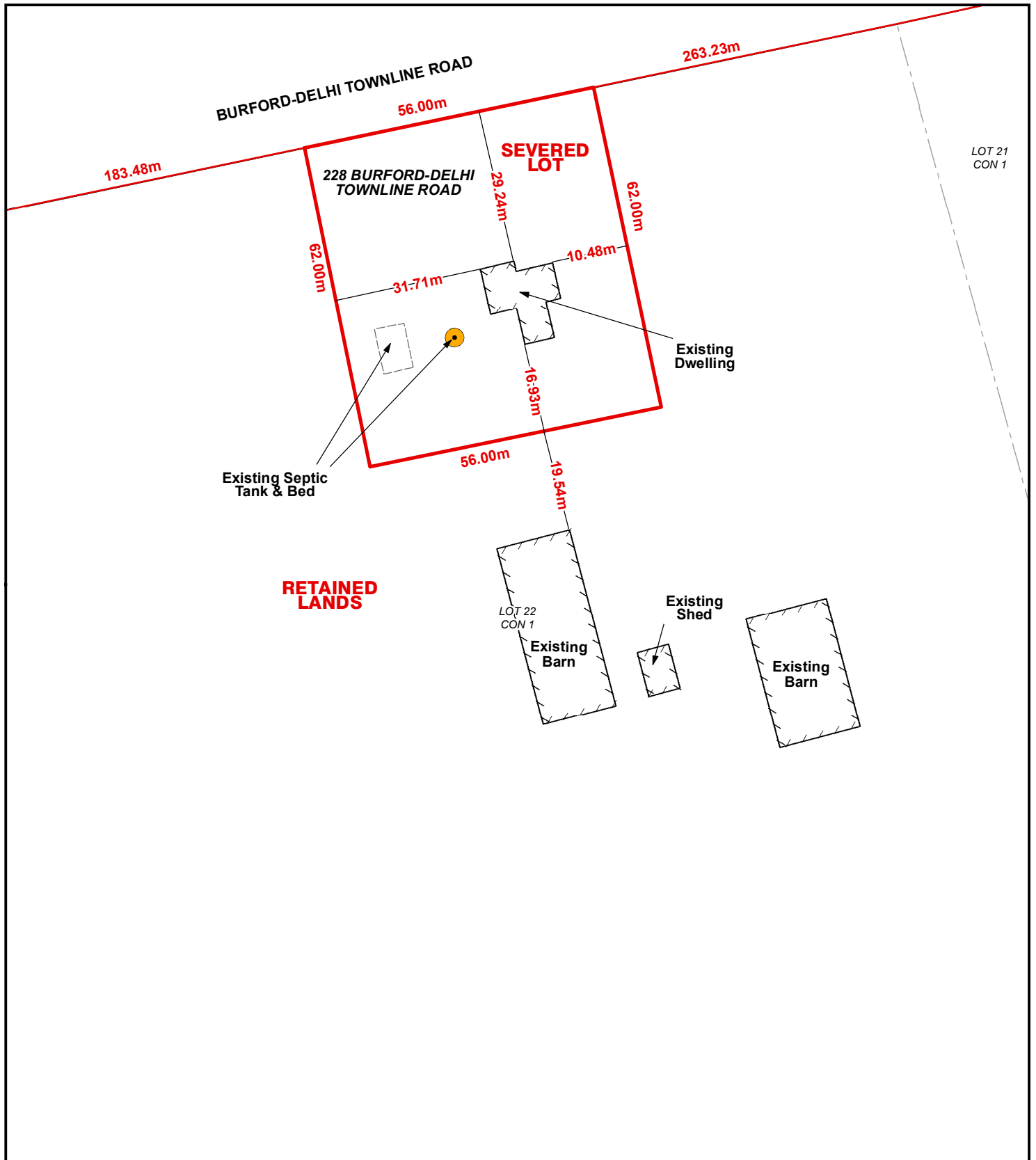
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(H) - Holding  
A - Agricultural Zone  
HL - Hazard Land Zone



# CONCEPTUAL PLAN

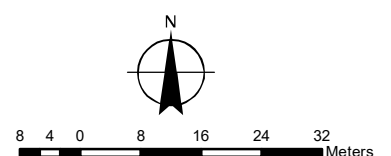
Geographic Township of WINDHAM



## Legend

- Subject Lands
- Lands Owned

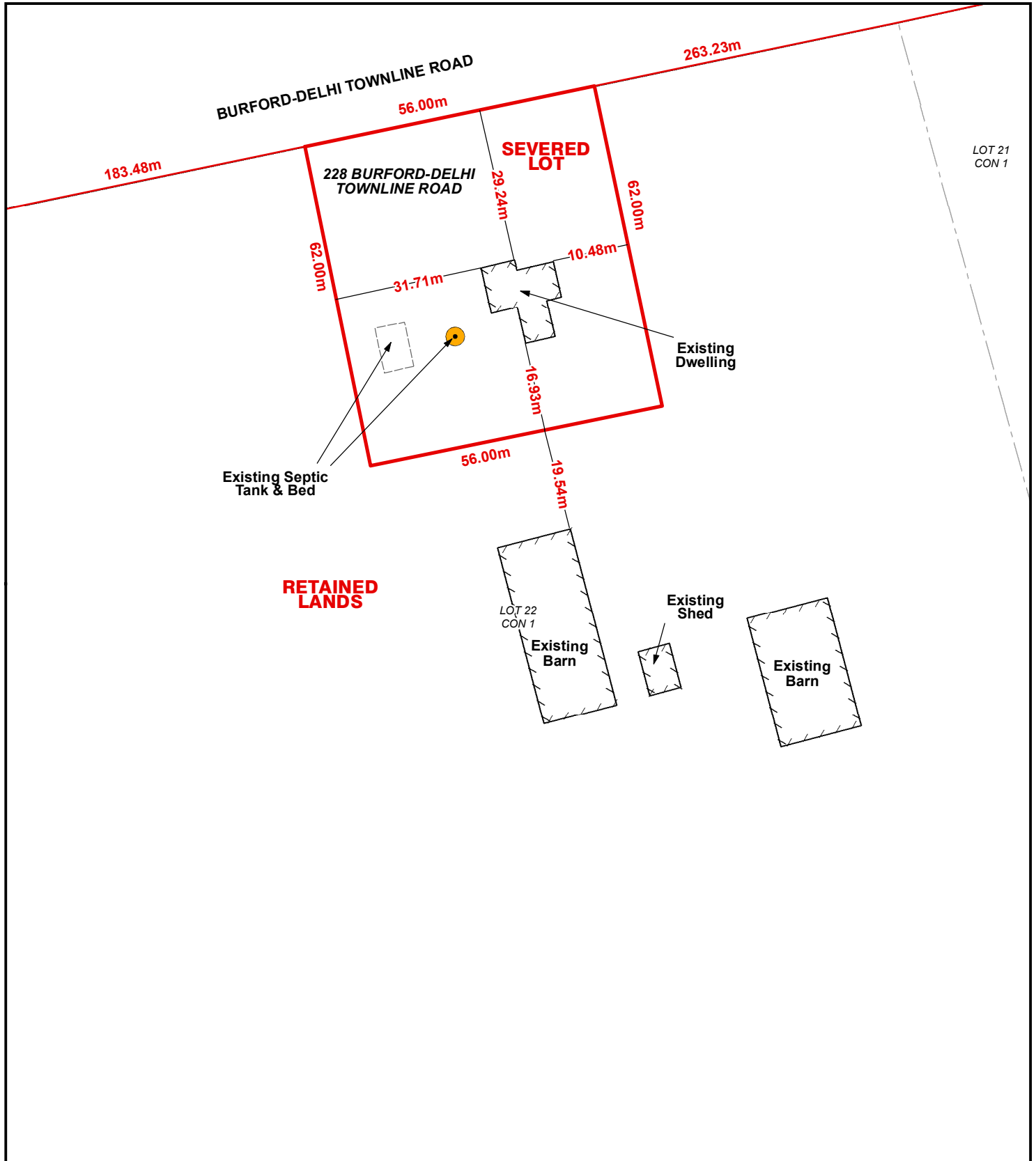
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## CONCEPTUAL PLAN

Geographic Township of WINDHAM



### Legend

- Subject Lands
- Lands Owned

4/28/2023

