

Committee of Adjustment Application to Planning Department

Complete Application

A complete Committee of Adjustment application consists of the following:

1. A properly completed and signed application form (signature must on original version);
2. Supporting information adequate to illustrate your proposal as listed in **Section H** of this application form (plans are required in paper copy and digital PDF format);
3. Written authorization from all registered owners of the subject lands where the applicant is not the owner as per Section N; and,
4. Cash, debit or cheque payable to Norfolk County in the amount set out in the Norfolk County User Fees By-Law.

Planning application development fees are not required with the submission of your completed and signed development application. Your planning application fee will be determined by the planner when your application has been verified and deemed complete. Prepayments will not be accepted.

5. Completed applications are to be mailed to the attention of **Secretary Treasurer – Committee of Adjustment**: 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 or email your application committee.of.adjustment@norfolkcounty.ca. Make sure submissions are clearly labelled including address, name, and application type. Failure to do so may impact the timing of your application.

The above listed items are required to ensure that your application is given full consideration. An incomplete or improperly prepared application will not be accepted and may result in delays during the processing of the application. This application must be typed or printed in ink and completed in full.

Please review all of the important information summarised below.

Before your Application is Submitted

A pre-consultation meeting is not usually required for Committee of Adjustment applications; however, discussion with Planning Department staff prior to the submission of an application is **strongly encouraged**. The purpose of communicating with a planner **before** you submit your application is: to review your proposal / application, to discuss potential issues; and to determine the required supporting information and materials to be submitted with your application before it can be considered complete by staff. You might find it helpful to retain the services of an independent professional (such as a registered professional planner) to help you with your application. Information about the Official Plan and Zoning By-law can be found on the County website: www.norfolkcounty.ca/planning

After Your Application is Submitted

Once your payment has been received and the application submitted, in order for your application to be deemed complete all of the components noted above are required.

Incomplete applications will be identified and returned to the applicant. The *Planning Act* permits up to 30 days to review and deem an application complete.

Once your application has been deemed complete by the Planning Department, it is then circulated to public agencies and County departments for review and comment. A sign is also provided that is required to be posted on the subject lands that summarizes the application and identifies the committee meeting date. The comments received from members of the community will be included in the planning report and will inform any recommendations in relation to the application.

If the subject lands are located in an area that is regulated by either the Long Point Region Conservation Authority or by the Grand River Conservation Authority an additional fee will be required if review by the applicable agency is deemed necessary. A separate cheque payable to the Long Point Region Conservation Authority or the Grand River Conservation Authority is required in accordance with their fee schedule at the same time your application is submitted.

Additional studies required as part of the complete application shall be at the sole expense of the applicant. In some instances peer reviews may be necessary to review particular studies and that the cost shall be at the expense of the applicant. The company to complete the peer review shall be selected by the County.

If the application is withdrawn prior to the circulation to commenting agencies, the entire original fee will be refunded. If withdrawn after the circulation to agencies, half the original fee will be refunded. No refund is available after the public meeting and/or approval of application.

Notification Sign Requirements

Planning Department staff may post a notification sign on your property in advance of the public meeting on your behalf. Please keep this sign posted until you have received a notice in the mail indicating that the Secretary Treasurer received no appeals. However, it is the applicant's responsibility to ensure that the sign is correctly posted within the statutory timeframes, according to the *Planning Act*. Failure to post a sign in advance of the public meeting in accordance with statutory requirements will impact the timing of your application at the Committee of Adjustment meeting. Applicants are responsible for removal of the sign following the appeal period. The signs are recyclable and can be placed in your blue box.

Contact Us

For additional information or assistance in completing this application, please contact a planner at 519-426-5870 ext. 1842 or Committee.of.Adjustment@NorfolkCounty.ca



For Office Use Only:

File Number	BNPL2023398 - 12/12/23		
Related File Number	ANPL2024012 - 1/8/24	Application Fee	4,952.00
Pre-consultation Meeting		Conservation Authority Fee	N/A
Application Submitted	See dates above	Well & Septic Info Provided	Yes
Complete Application	Jan.12.2024	Planner	Hanne Yager
		Public Notice Sign	

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: 3310493060025300000**A. Applicant Information****Name of Owner** Steve Penich

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 1072 Charlotteville East Quarter Line Road

Town and Postal Code

Phone Number 519-426-2407

Cell Number

Email stevepenich@kwic.com

Name of Applicant same as owner

Address

Town and Postal Code

Phone Number

Cell Number

Email

Name of Agent	Mary Elder, Elder Plans Inc.
Address	32 Miller Cres
Town and Postal Code	Simcoe, ON N3Y 4R1
Phone Number	
Cell Number	519-429-4933
Email	

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

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

B. Location, Legal Description and Property Information

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

CHR CON 5 PT LOT 19

lot to be boundary adjusted to RP37R4415 PART 1

Municipal Civic Address: 1460 St. John's Road West

Present Official Plan Designation(s): Agricultural with significant woodlands

Present Zoning: Agricultural

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:

growing trees on lands to be severed

farm dwelling, garage, barn, 10 tobacco kilns, 2 greenhouses, 5 smaller sheds on retained lands

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:

there are no existing structures on the lands subject to the boundary adjustment

the farm buildings will remain with the farm. Please see attached air photo for these buildings.

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.

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:

an accessory building fitting within the limits of section 3.2.1 of the Zoning By-law 1-Z-2014

No detailed plans have been developed.

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:

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

The trees have been there more than 20 years.

9. Existing use of abutting properties:

agricultural fields or woodlots

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:

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	60.96 m lot at 1072	30 m	12.1.2 b)	102.51	
Lot depth	106.68 m			106.68 m	
Lot width	60.96 m			102.51 m	
Lot area	0.65 ha	2,000 sq m	12.1.2 a)	1.03 ha	
Lot coverage					
Front yard	80.14 m	13 m	12.1.2 c)		
Rear yard	11.14 m	9 m	12.1.2 f)		
Height	???	11 m	12.1.2 h)		
Left Interior side yard	23.29 m	3 m	12.1.2 e)		
Right Interior side yard	6.47 m	3 m	12.1.2 e)		
Exterior side yard (corner lot)					
Parking Spaces (number)	2 spaces plus	2	4.9 a)		
Aisle width					
Stall size					
Loading Spaces					
Other	retained farm 39.81 ha	40 ha	12.1.2 a)	39.44 ha	0.56 ha

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

The proposed boundary adjustment will further reduce the 39.81 ha farm parcel to 39.44 ha.

Both are below the 40 ha minimum lot size set out in the Zoning By-law. The existing deficiency is being made slightly worse. Relief of 0.56 ha from the minimum required 40 ha is requested

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

Frontage: 41.55 m

Depth: 106.68 m

Width: 41.55 m at front, narrower at rear lot line

Lot Area: 3,8595.3 sq m

Present Use: growing trees due to steep slope

Proposed Use: same with potential for accessory building at rear of lot on north side

Proposed final lot size (if boundary adjustment): 1.03 ha

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: 49306002530

Description of land intended to be retained in metric units:

Frontage: 600 m plus or minus

Depth: 600 m plus or minus

Width: 600 m plus or minus

Lot Area: 39.44 ha

Present Use: farm - growing cash crops

Proposed Use: same

Buildings on retained land: farm dwelling, barn, 2 green houses, 11 kilns, smaller sheds

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

Frontage:

Depth:

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: _____
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: _____

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: _____

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: _____

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: _____

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:
owners knowledge

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:

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:

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:

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:

Charlottesville East Quarter Line Road, retained lands also St. John's Road

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?

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. 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.

Steve Penich

Owner/Applicant/Agent Signature

December 19, 2023

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.

I/We Steve Penich am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Mary Elder, Elder Plans Inc. 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.

Steve Penich

Owner

December 19, 2023

Date

Owner

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, Mary Elder 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

Mary Elder

Owner/Applicant/Agent Signature

In Simcoe, Ont.

This 2nd day of January 2024

A.D., 2024



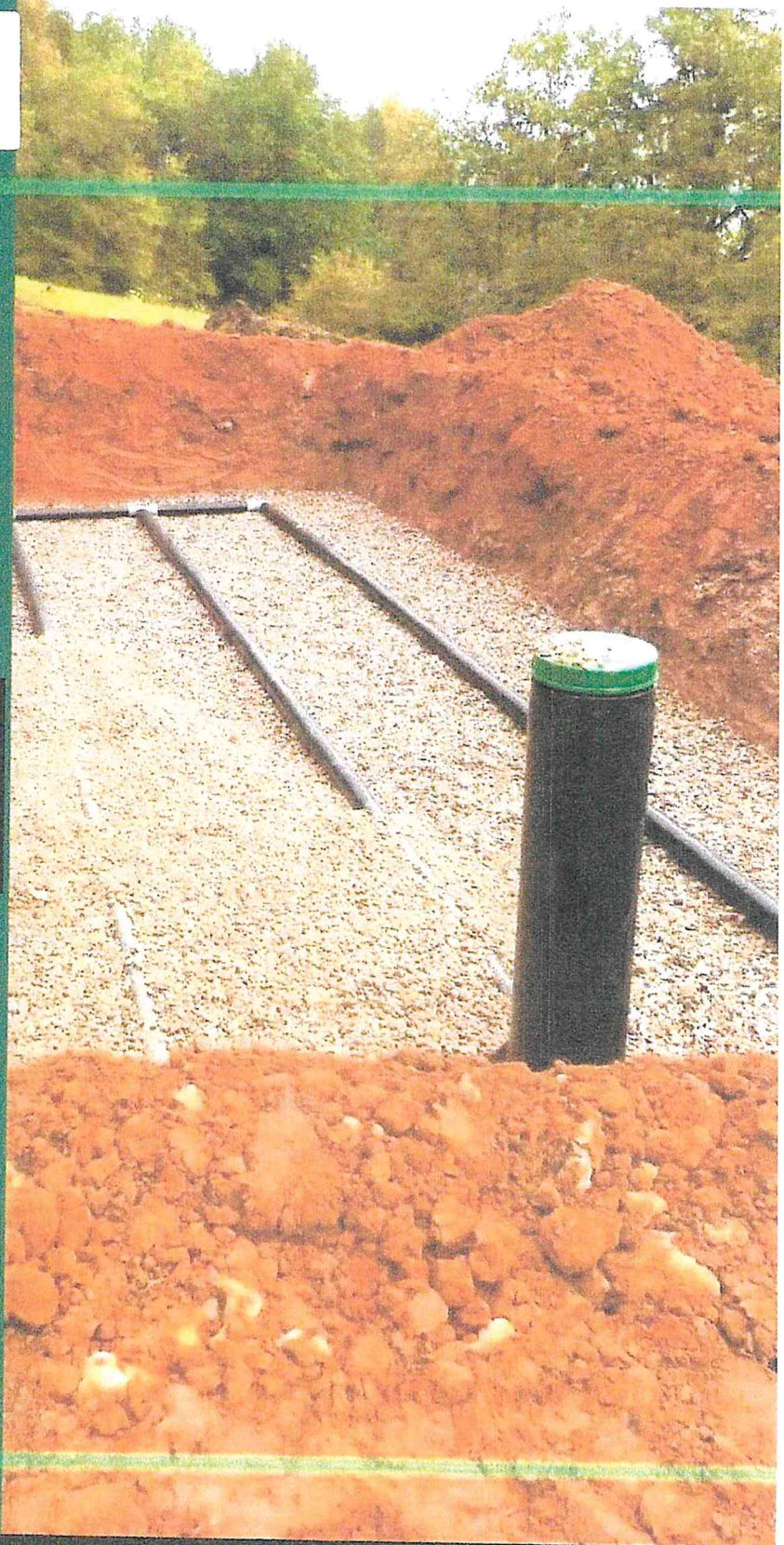
Sherry Ann Mott, a
Commissioner, etc., Province of Ontario,
for the Corporation of Norfolk County
Expires March 16, 2026

A Commissioner, etc.

Steve Penich
1072 Charlottville E, 1/4 Line Rd.
Simcoe, Ont.
N3Y 4K1

Existing ³² On-Site Sewage System

Evaluation Form



Norfolk County Building Department
Community Development Division
185 Robinson Street, Suite 200 Simcoe, Ontario, N3Y 5L6
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

Property Information			
Municipal Address	1077 CHARLOTTENVILLE EAST 1/4 LINE		
Assessment Roll Number			
Date of Evaluation	NOVEMBER 8/2023		
Evaluators Information			
Evaluators Name:	ED DOVE		
Company Name:	STEALTH ENVIRONMENTAL INC.		
Address:	1809 8TH CONCESSION ROAD LANGTON, ON N0E1S0		
Phone:	519-426-7108		
Email	EdDove@stealthenvironmental.ca		
BCIN #	38413 / 38259		
Purpose of Evaluation	<input type="checkbox"/> Consent <input type="checkbox"/> Site Plan <input type="checkbox"/> Zoning <input type="checkbox"/> Building Permit Application <input checked="" type="checkbox"/> Minor Variance <input type="checkbox"/> Other _____		
Building Information	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural		
Gross building area: (m²):	2100 FT²		
Number of bedrooms:	3		
Number of fixture units:	23		
Daily Design Flow: (Litres)	1750 L/Day		
Is the building currently occupied?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If No, how long?		
Site Evaluation			
Soil type, percolation time (T)	SAND - ESTIMATED T = 8		
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:	SUNNY + CLEAR		
System Description			
<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			
Type of leaching bed. Class 4 - Leaching Bed only - Complete & attach Worksheet E			
<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
Existing Tank Size (litres):			
<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)	
Setbacks (metres)	Tank		Distribution Pipe
Distance to buildings & structures	20 FT		65 FT
Distance to bodies of water	N/A		N/A
Distance to nearest well	50 FT		85 FT
Distance to proposed property lines	Front: 7100 FT Rear: 2100 FT	Left: 80 FT Right: 2100 FT	Front: 7100 FT Rear: 2100 FT Left: 20 FT Right: 2100 FT

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	1,600
	4 Bedrooms	2000	
	5 Bedrooms	2500	
		Subtotal (A)	1,600

B) Plus Additional Flow for:			
Note: 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	
Or	Floor space for each 10m ² over 200m ² up to 400m ²	100	
	Floor space for each 10m ² over 400m ² up to 600m ²	75	
	Floor space for each 10m ² over 600m ²	50	
Or	Each Fixture Unit over 20 fixture Units (Total of Worksheet B - 20 = Quantity)	3	50
			Subtotal (B)
			Subtotal A+B=Daily Design Flow (Q)
			1750

Worksheet B: Dwellings Fixture Unit Count

Fixtures	Units	How Many?	Total
Bath group (toilet, sink, tub or shower) with flush tank	6.0	X 2	= 12
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 1	= 4
Bidet	1.0	X	=
Dishwasher	1.0	X 1	= 1
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
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 1	= 1.5
Other:			
			Total Number of Fixture Units:
			23

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.

Worksheet C: Other occupancies types

Camp for the Housing of Workers	Number of Employees	(Q) Litres	Total
Note: 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)
Residential Occupancy house, apartment, camp for housing of workers	1750 L X 2 = 3500 L	
All Other Occupancies	X 3 =	
Holding Tank	X 7 =	

3600 L CONCRETE SEPTIC TANK IS INSTALLED

Worksheet E: Leaching Bed Calculations (Class 4)

Complete One of A, B, C, D, E, F		
<input checked="" type="checkbox"/> A. Absorption Trench		
Total length of distribution pipe		Conventional $(Q \times T) \div 200 =$ <u>Estimate</u> <u>Approximately</u> <u>40-50</u> m Type I leaching chambers $(Q \times T) \div 200 =$ _____ m Type II leaching chambers $(Q \times T) \div 300 =$ <u>1750/300</u> <u>5.8</u> m Configured as: <u>4</u> runs of _____ m Total: _____ m
<input type="checkbox"/> B. Filter Bed		
Effective Area 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 $Q \div 100$ Distribution Pipe Contact Area = $(Q \times T) \div 850$ Mantel (see Part 1)		Effective area: _____ $(Q) \div$ _____ $(75, 50, \text{ or } 100) =$ _____ m^2 Configured as: _____ m x _____ m Number of beds _____ Number of runs: _____ Spacing of runs: _____ m Contact Area: (_____ $(Q) \times$ _____ $(T)) \div 850 =$ _____ m^2
<input type="checkbox"/> C. Shallow Buried Trench		
Percolation time (T) of soil in minutes:	Length of distribution pipe (metres)	$(L) =$ _____ $(Q) \div$ _____ $(75, 50, 30) =$ _____ m Configured as: _____ runs of _____ m Total: _____ m
$1 < T \leq 20$	$Q \div 75$ metres	
$20 < T \leq 50$	$Q \div 50$ metres	
$50 < T < 125$	$Q \div 30$ metres	
<input type="checkbox"/> D. Advance Treatment System		
Provide description of system.		
<input type="checkbox"/> E. Type A Dispersal Bed		
Stone Layer If $Q \leq 3000$ litres per day, use $Q \div 75$ If $Q > 3000$ litres per day, use $Q \div 50$ Sand Layer $1 < T \leq 15$ use $(Q \times T) \div 850$ $T > 15$ use $(Q \times T) \div 400$		Stone Layer = _____ $(Q) \div$ _____ $(75 \text{ or } 50) =$ _____ m^2 Sand Layer = (_____ $(Q) \times$ _____ $(T)) \div (850 \text{ or } 400) =$ _____ m^2
<input type="checkbox"/> F. Type B Dispersal Bed		
Area = $(Q \times T) \div 400$ Linear Loading Rate (LLR) $T < 24$ minutes, use 50 L/min If $T \geq 24$ minutes, use 40 L/min		Area = (_____ $(Q) \times$ _____ $(T)) \div 400 =$ _____ m^2 Pump chamber capacity = _____ L Length $(Q \div \text{LLR}) =$ _____ m Bed configuration = _____ m x _____ m = _____ m^2 Number of Beds = _____
Distribution Pipe		Configured as: _____ runs of _____ m Total: _____ m

Worksheet F: Cross Sectional Drawings

Subsoil Investigation – Test pit

1. Soil sample to be taken at a depth of
2. Test pit to be a minimum 0.9m

Indicate level of rock and ground water level below original grade.

		Original grade
		0.5m
		1.0m
		1.5m

Soil and subgrade investigation. Indicate soil types

Cross sectional drawings are required for all septic systems

1. Location of existing grade.
2. Measurements to each component, distances to water table
3. Label each septic component.

NOT APPLICABLE TO EXISTING
ON-SITE EVALUATION FORMS

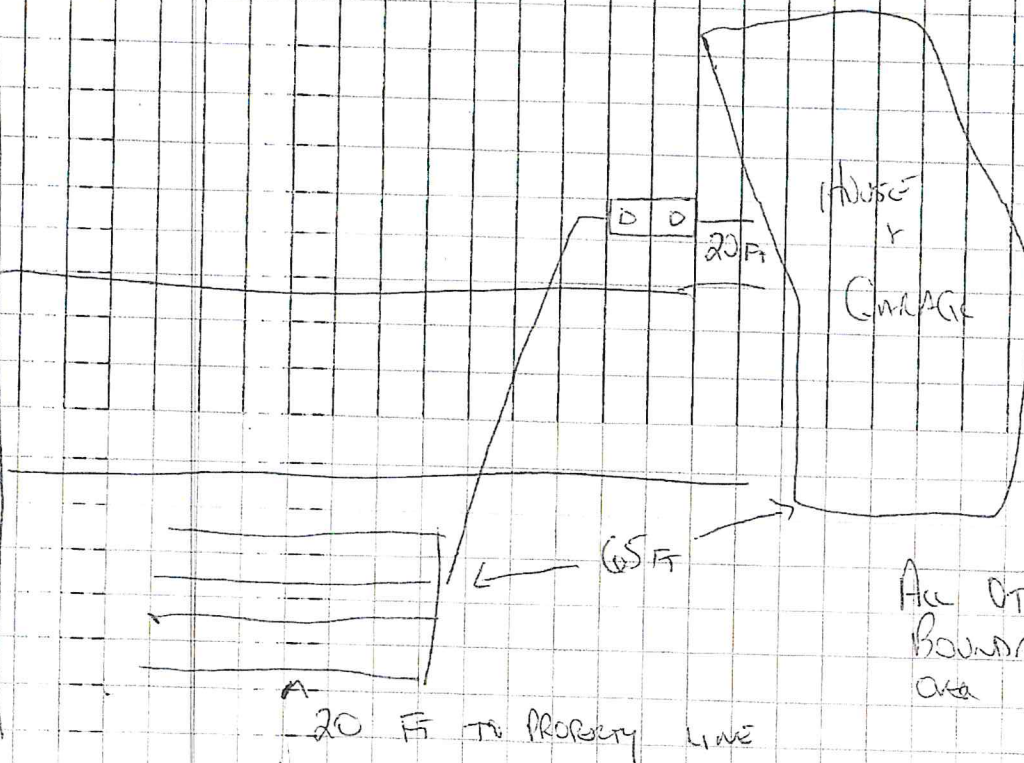
Worksheet G: Septic Plot Plan

Please provide the following information on this work sheet:

1. Location of sewage system and its components (e.g. tank, leaching bed, pump chamber)
2. Location of all buildings, pools and wells on the property and neighbouring properties
3. Locate and show minimum clearances for treatment units and distribution piping of items. Ontario Building Code, Division B, Table 8.2.1.6.A. and 8.2.1.6.B.
4. Location of property lines, easements, and utility corridors.

PROPOSED BOUNDARY ADJUSTMENT
IS OVER 150 FT AWAY
FROM EXISTING SEPTIC SYSTEM

Well is
85 FT
FROM SEPTIC 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: SEPTIC SYSTEM IS IN GOOD WORKING ORDER AND IN A GOOD STATE OF REPAIR AT THE TIME OF EVALUATION.

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, ED DOVE 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:



Date: NOVEMBER 8/2023

Building Department Review

Comments:

Building Inspectors Name:

Building Inspector Signature:

Date:

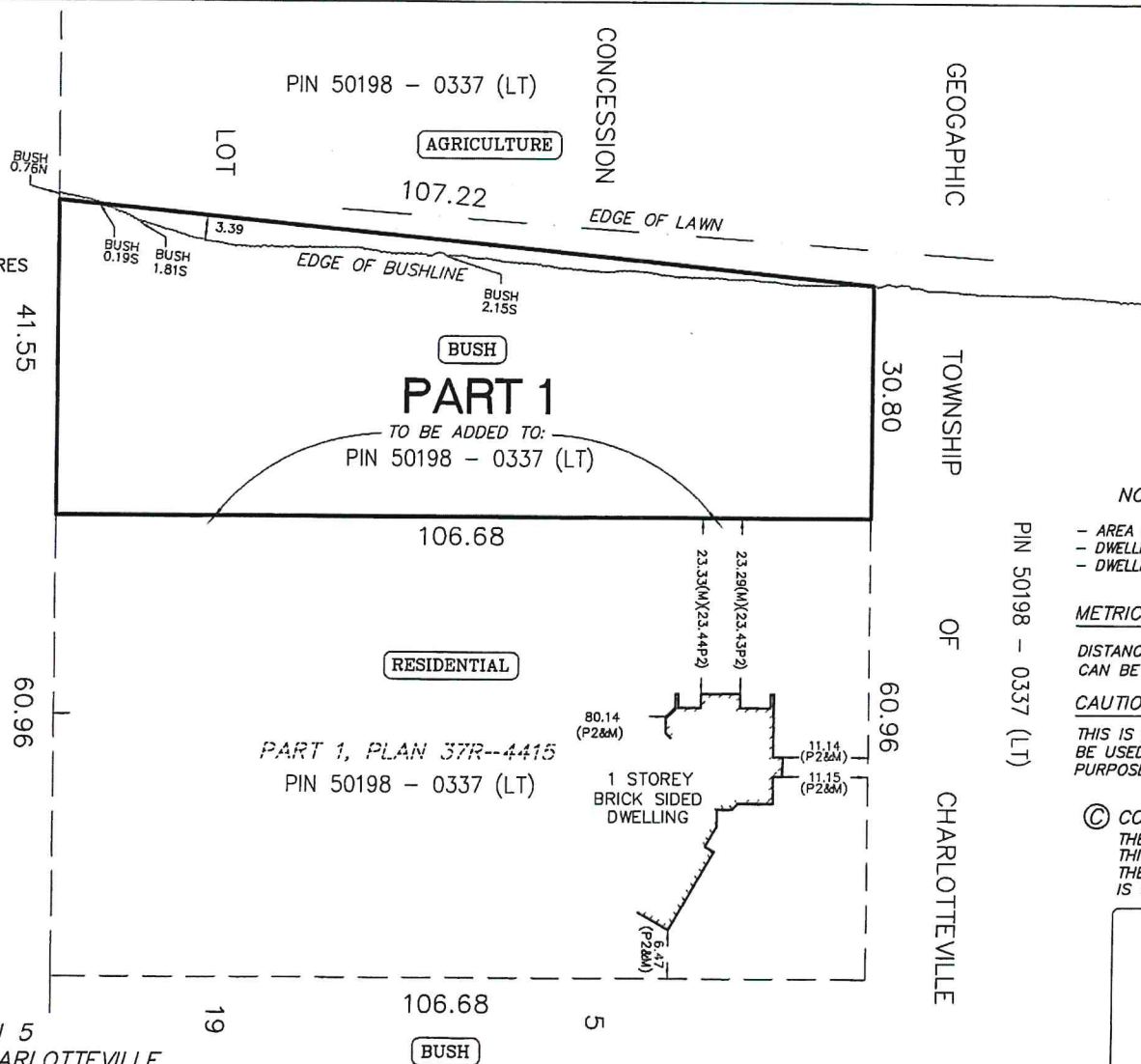
PROPOSED
SEVERANCE SKETCH
FOR:
STEVE PENICH
1072 CHARLOTTEVILLE
EAST QUARTER
LINE ROAD
SCALE: 1 : 750

7.5 0 30 METRES
DECEMBER 1, 2023

EAST QUARTER LINE ROAD

PROPERTY DESCRIPTION:

PART OF LOT 19, CONCESSION 5
GEOGRAPHIC TOWNSHIP OF CHARLOTTEVILLE



NOTES

- AREA OF PART 1 = 3859.3 SQUARE METRES
- DWELLING AREA, GARAGE & PORCH = 0 SQ.M
- DWELLING COVERAGE = 0.0%

METRIC NOTE:

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

CAUTION:

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

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ONTARIO LAND SURVEYORS

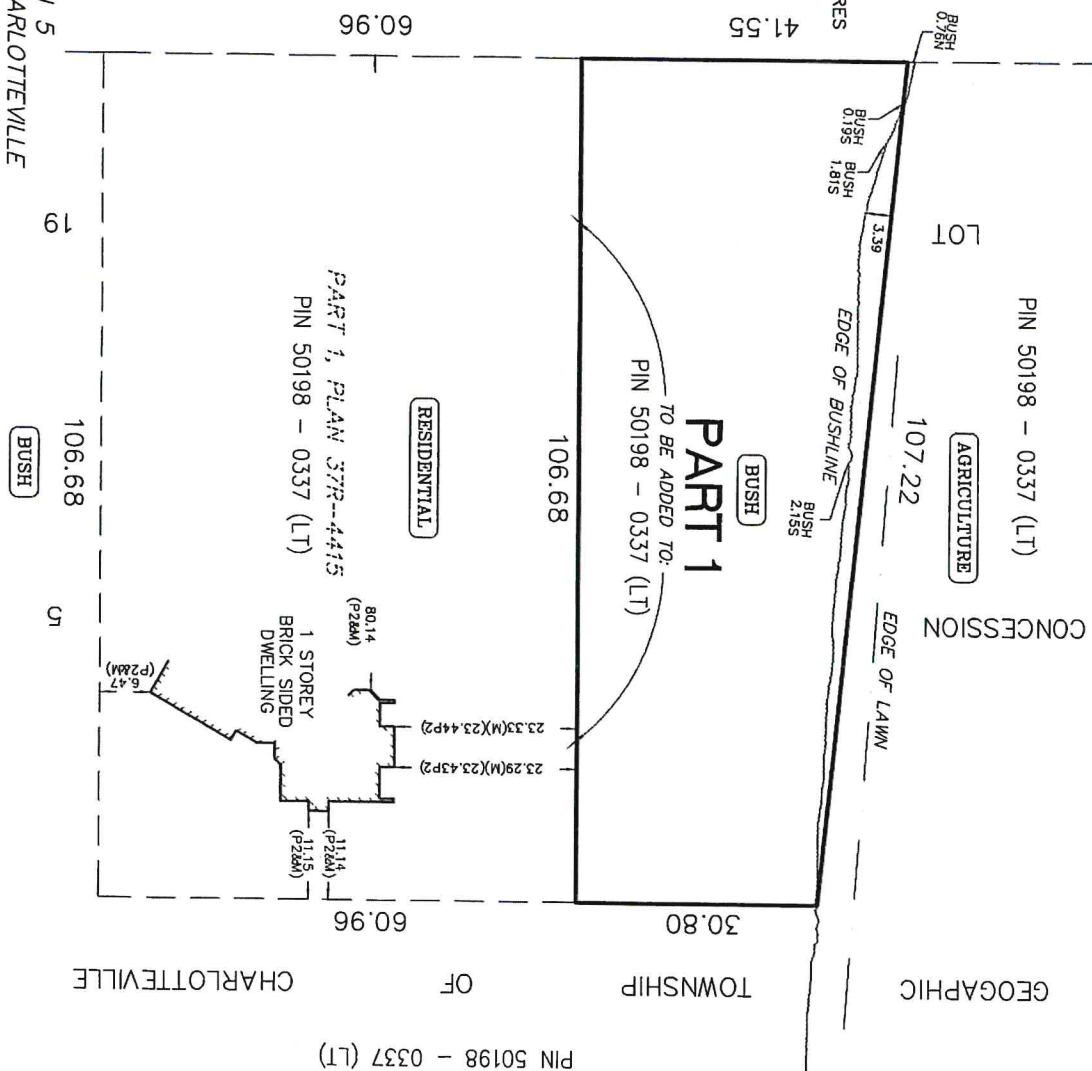
650 IRELAND ROAD
SIMCOE, ONTARIO, N3Y 4K2
PHONE: (519) 426-0842
E-mail: info@jewittdixon.com

JOB # 23-3925 CLIENT: PENICH

STEVE PENICH
1072 CHARLOTTEVILLE
EAST QUARTER

SCALE: 1 : 750

EAST QUARTER LINE ROAD



NOTES

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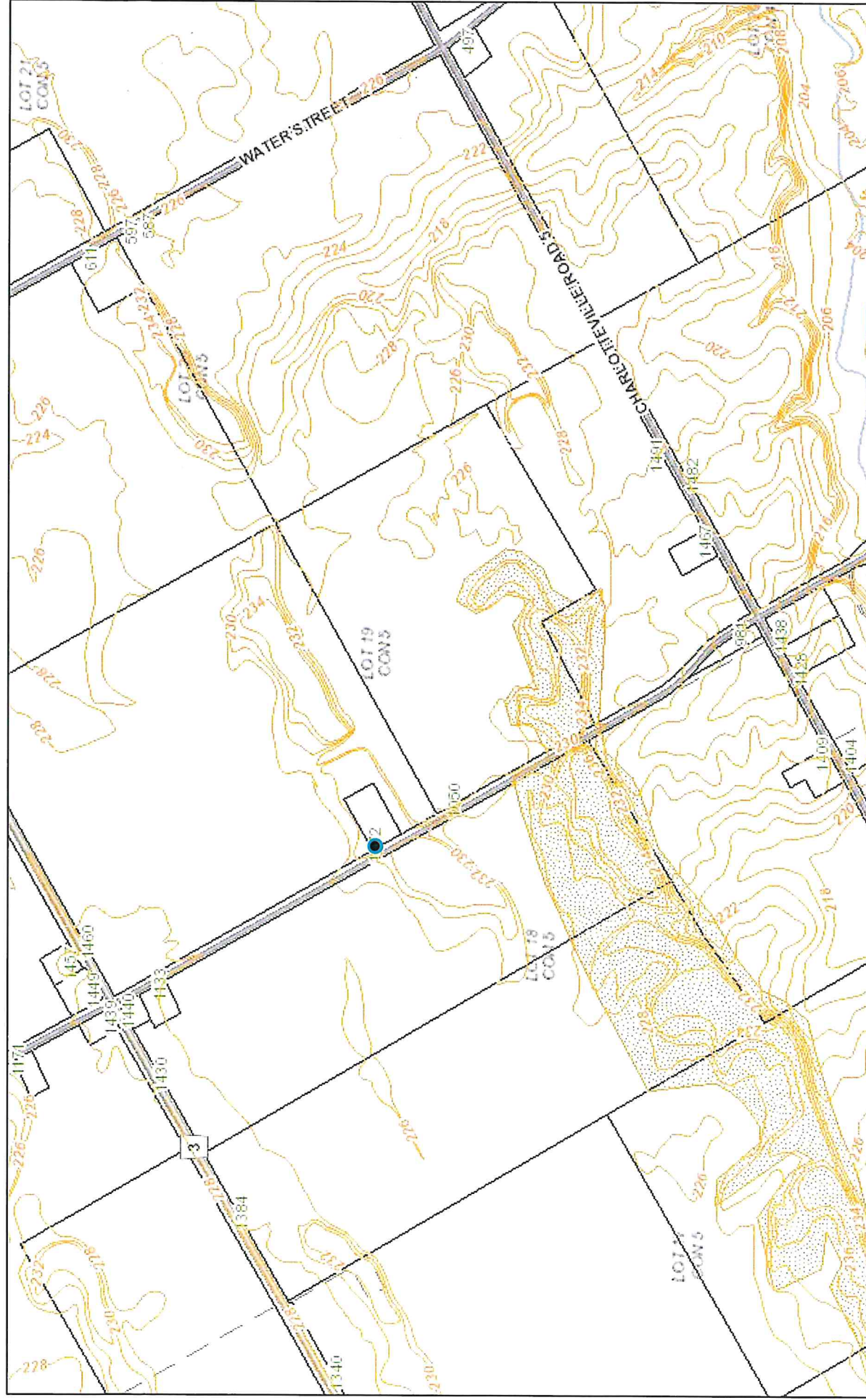
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SIMCOE, ONTARIO, N3Y 4K2
PHONE: (519) 426-0842
E-mail: info@jewittdixon.com

JOB # 23-3925 CLIENT: PENICH

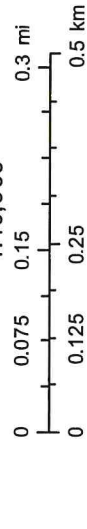
MAP NORFOLK - Community Web Map



8/3/2023, 2:25:53 PM

- 2 Metre Contours
- MNR - ANSI
- Land Parcels
- Civic Address
- Plan Lines
- Road Labels
- DraftPlan

1:10,000



LPRC/GRCA/MNR/OMATRA
Norfolk GIS



MAP NORFOLK - Community Web Map



8/3/2023, 2:14:38 PM

2 Metre Contours



MNR - Provincially Significant Wetlands



LPRCA Generic Reg Lines



MNR - ANSI

Community Boundaries



Urban Area Boundary



Hamlet Area Boundary

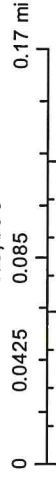


Resort Area Boundary

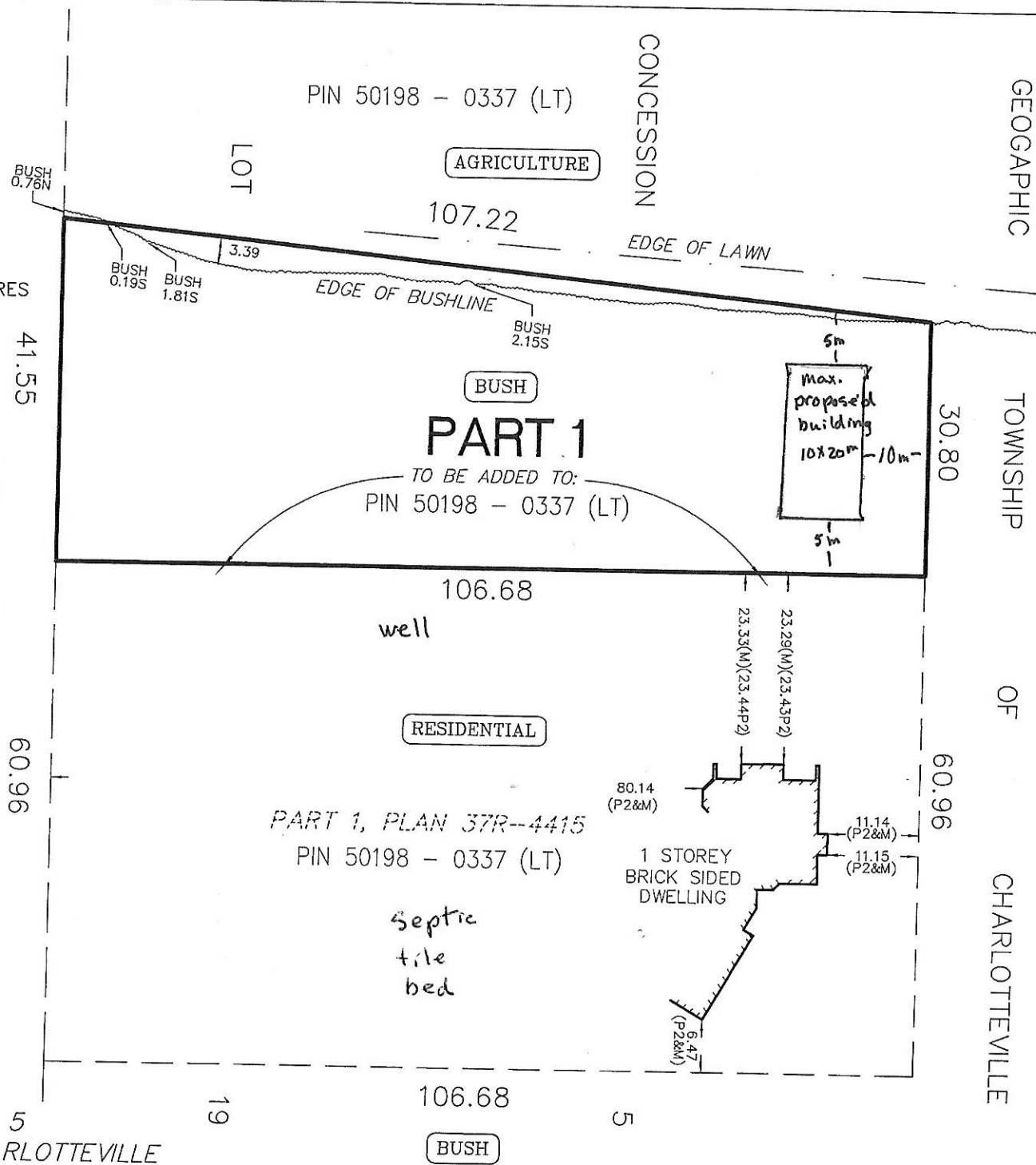


Site Specific Policy Area

1:5,000



LPRCA/GRC/MNR/OMAFRA
Queen's Printer for Ontario



NOTES

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ONTARIO LAND SURVEYORS

650 IRELAND ROAD
SIMCOE, ONTARIO, N3Y 4K2

PHONE: (519) 426-0842
E-mail: info@jewittdixon.com

JOB # 23-3925 CLIENT: PENICH

Elder Plans Inc.
32 Miller Cres.
Simcoe, ON N3Y 4R1

January 8, 2024

Transmitted via email

Hannelore Yager
Planner
Planning Department
185 Robinson Street, Suite 200
Simcoe, Ontario N3Y 5L6

Dear Hannelore:

**SUBJECT: Boundary Adjustment Application Justification
 1460 St. John's Road West
 Property Roll # 3310493060025300000**

The subject lands are part of a property with 1460 St. John's Road West as its address, but the lands to be adjusted are abutting the north side of a residential lot with 1072 Charlotteville East Quarter Line Road as its address. In the Norfolk County Official Plan, all these lands are designated Agricultural. These lands are zoned "Agricultural" in the Norfolk County Zoning By-Law 1-Z-2014.

As the existing rural residential lot at 1072 Charlotteville East Quarter Line Road is 0.55 ha and the proposed boundary adjustment will increase the lot size to 1.03 ha, justification for the large lot size has been requested.

Both the Provincial Policy Statement and the Norfolk County Official Plan contain policy regarding lot boundary adjustments.

Provincial Policy Statement 2.3.2.4 Lot adjustments in prime agricultural areas may be permitted for legal or technical reasons.

Legal or technical reasons: means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot

Norfolk County Official Plan, Section 7.2.3 Agricultural Lot Creation and Lot Adjustment Policies

- a) Consent to sever land may be considered for the following purposes:
 - vi) technical reasons including minor boundary adjustments, corrections of deeds, quit claims, easements or rights-of-way, or other purposes that do not create an additional separate lot, and which do not change the lot configuration such that a non-agricultural lot is created which would not be in conformity with the policies of this Plan.

While no new lot is being created, the size of the minor boundary adjustment must be considered. In this situation can this be considered technical and minor?

First, and the most important reason for the boundary adjustment is to permit a safer driveway access to the lot at 1072 Charlotteville East Quarter Line Road. The residential lot appears to be on top of a lineal feature which has a west/east orientation. This land form appears to be an old shoreline feature especially when one considers the similar feature to the south which has been designated an ANSI. North bound drivers cannot see vehicles at the existing driveway. The County has installed a hidden driveway sign to the south of the entrance to provide some warning. When one considers the topography, the hill is quite steep on the south side of the lot, which limits visibility. An air photo showing the contours along with a photo taken looking south from a vehicle at the driveway exit has been submitted to illustrate the blindness of this driveway. Moving the driveway north to the edge of the trees will provide more visibility and safety for all.

Secondly, the owner would like to add an accessory building to his residential lot. With retirement from the farm, there are some things the owner will need to store. An accessory building is permitted but where to locate it? With the septic tile bed in the front yard, water well to the north side of the driveway, narrow access to the rear yard around the attached garage on the south side of the dwelling and slope of the land to the north of the driveway, the preferred location is on more level lands that are part of the proposed boundary adjustment.

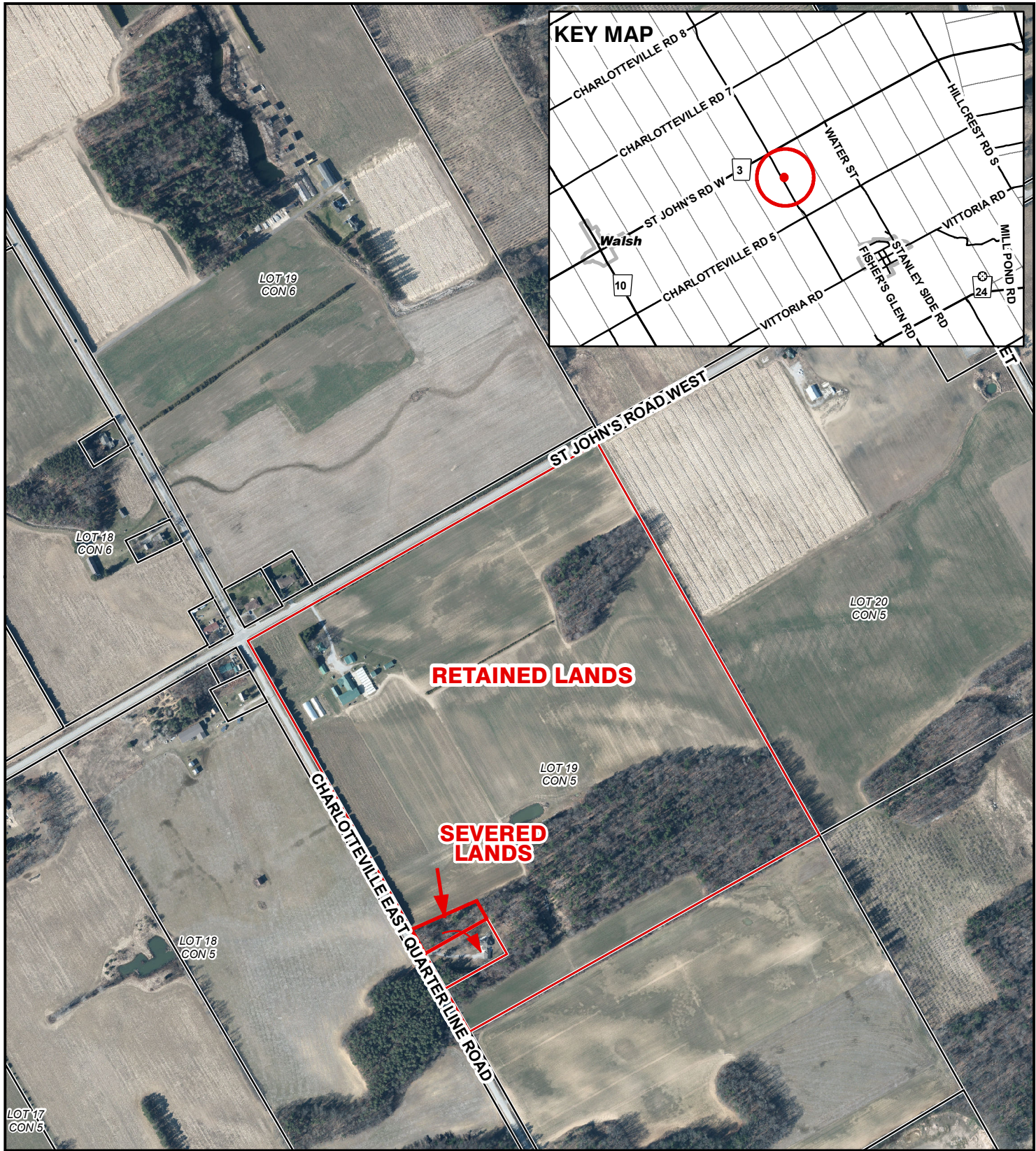
The owner also wants to retain as many trees as possible so the proposed driveway is just north of the small wooded area bordering the Charlotteville East Quarter Line Road. The proposed boundary adjustment is also narrower at the rear in order to avoid taking active farm land. It is worth noting that the soils associated with the existing lot and proposed boundary adjustment are Class 5 soils.

In summary, I am of the opinion that the proposed boundary adjustment is technical in nature as it is to address a potentially dangerous driveway entrance. As the existing topography is very challenging, the lot characteristics complicate matters further and the class 5 soils will not be used for agriculture, adding 0.38 ha to an existing 1.03 ha rural residential lot should in my opinion be considered minor in nature. It is good planning and in the public interest.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

Mary Elder MCIP RPP

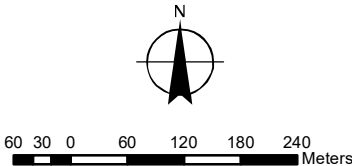


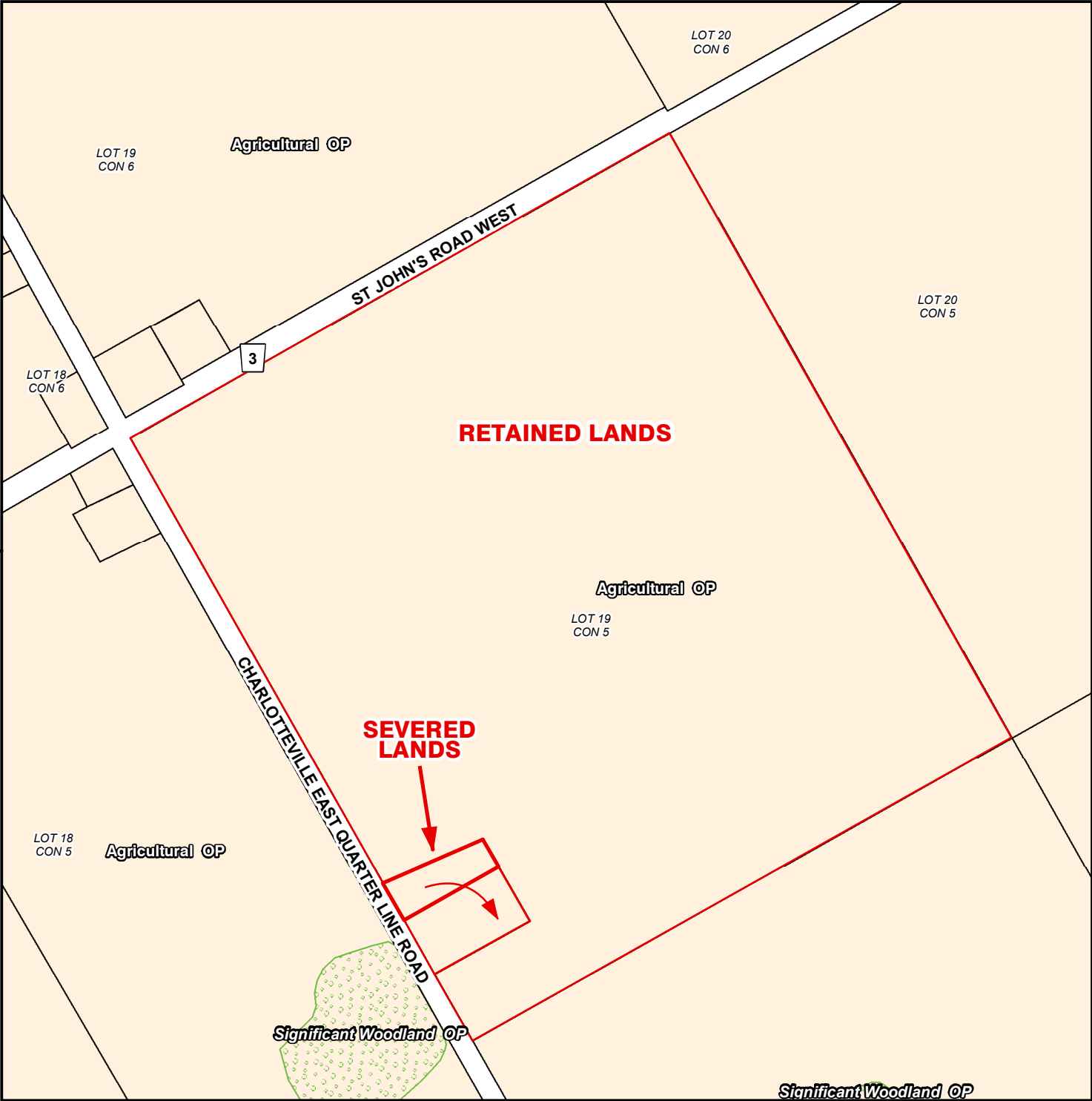
Legend

- Subject Lands
- Lands Owned



2020 Air Photo

1/22/2024







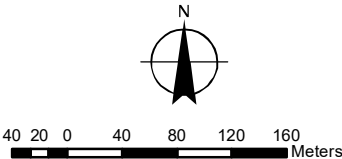
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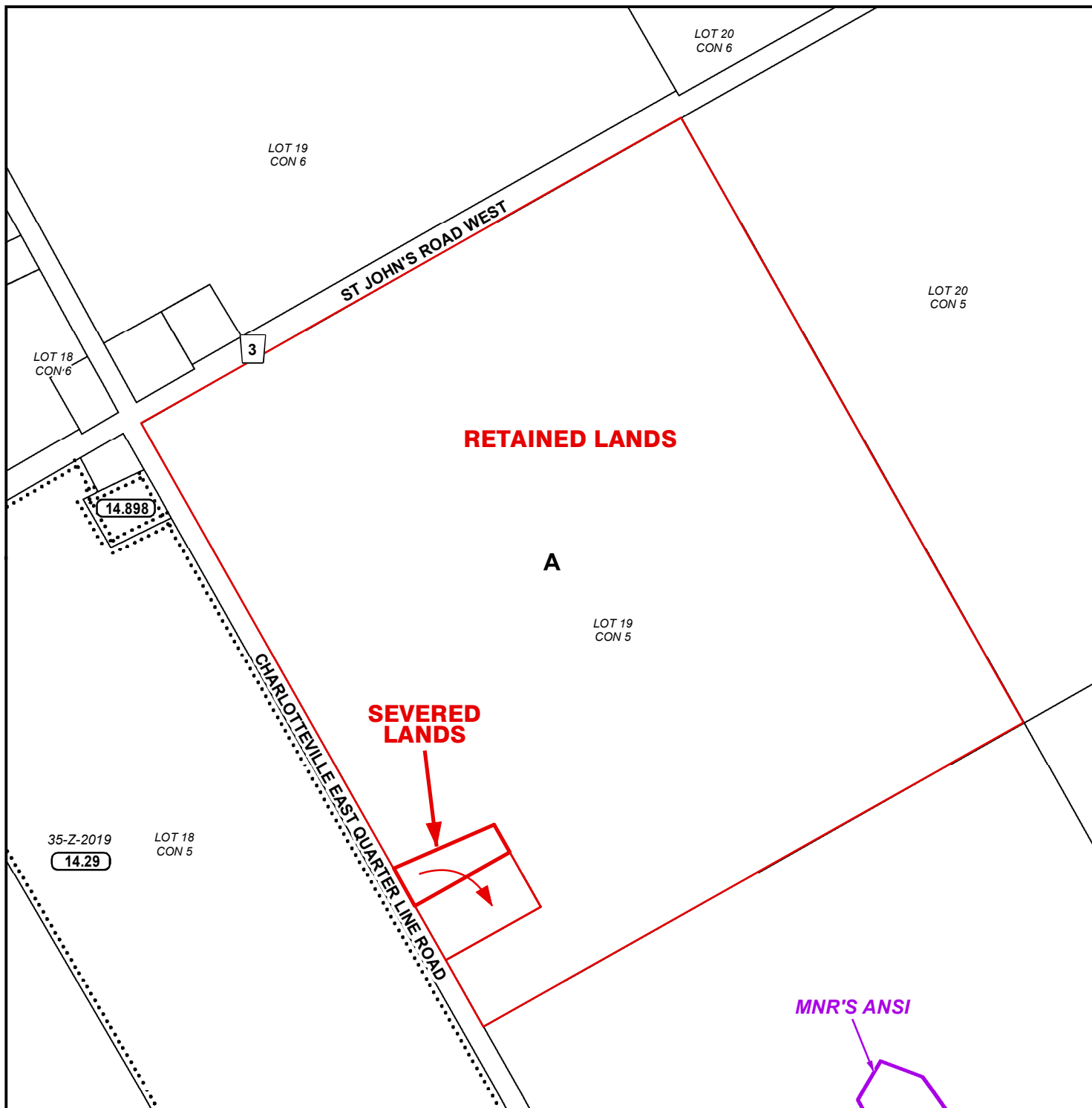
-  Subject Lands
-  Lands Owned

Official Plan Designations

-  Agricultural
-  Significant Woodland

1/22/2024





LEGEND

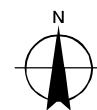
- Subject Lands
- Lands Owned
- MNR ANSI

ZONING BY-LAW 1-Z-2014

1/22/2024

(H) - Holding

A - Agricultural Zone



40 20 0 40 80 120 160 Meters

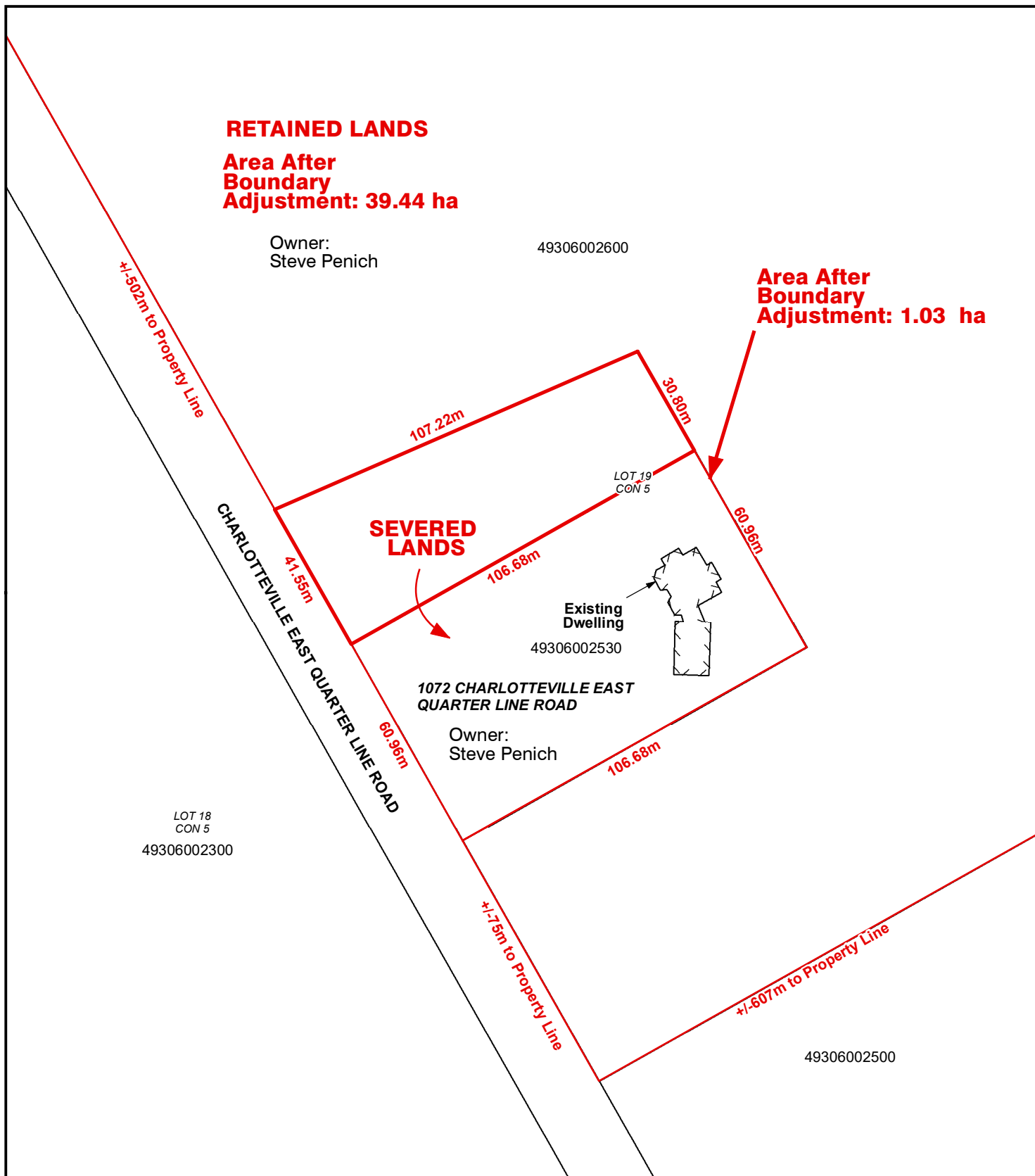
MAP D

CONCEPTUAL PLAN


Geographic Township of CHARLOTTEVILLE

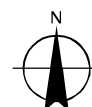
BNPL2023398

ANPL2024012



Legend

-  Subject Lands
-  Lands Owned



1/22/2024

10 5 0 10 20 30 40 Meters

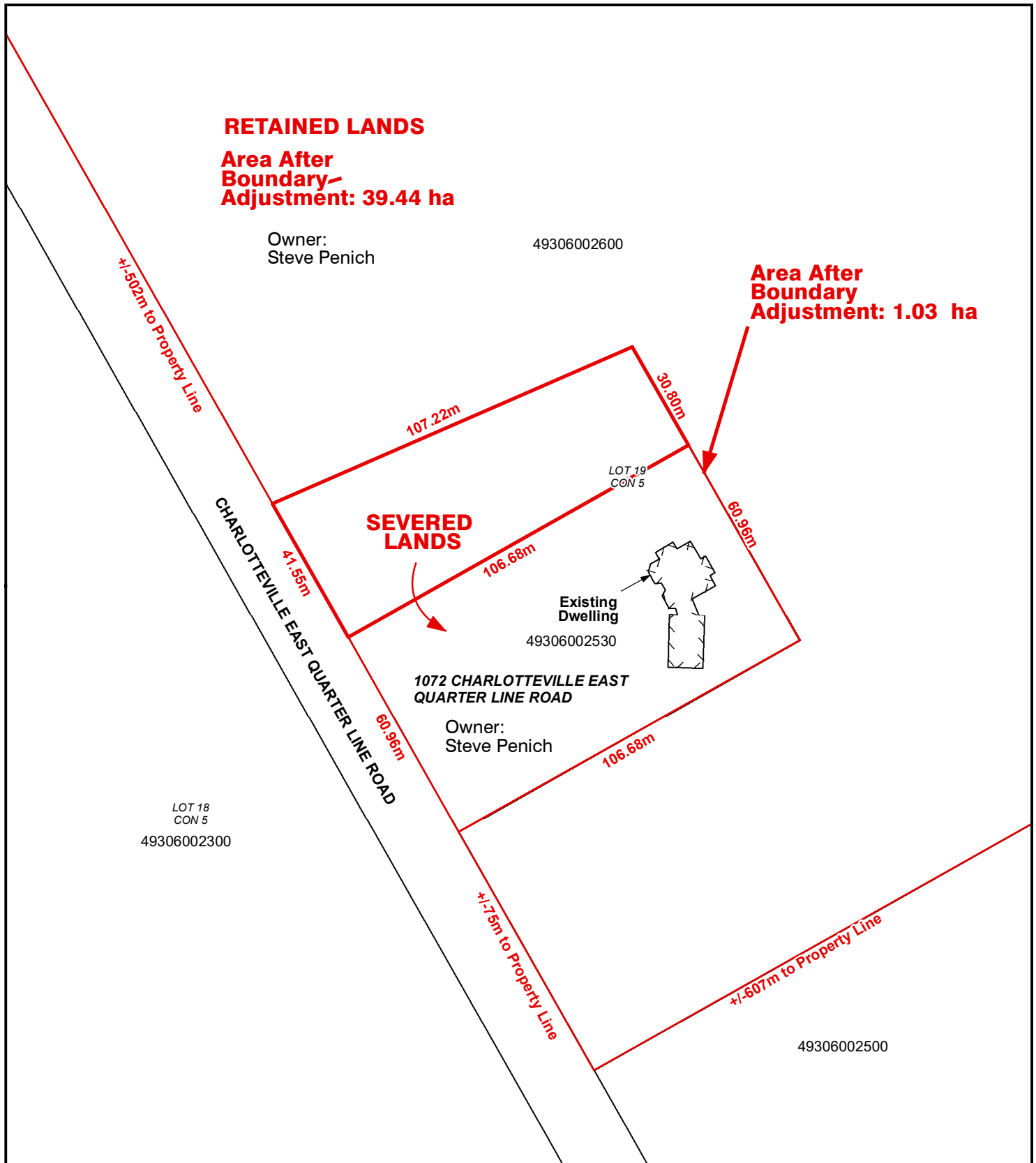
LOCATION OF LANDS AFFECTED

CONCEPTUAL PLAN

Geographic Township of CHARLOTTEVILLE

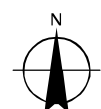
BNPL2023398

ANPL2024012



Legend

-  Subject Lands
-  Lands Owned



1/22/2024

10 5 0 10 20 30 40 Meters