

**For Office Use Only:**

File Number	_____	Application Fee	_____
Related File Number	_____	Conservation Authority Fee	_____
Pre-consultation Meeting	_____	Well & Septic Info Provided	_____
Application Submitted	_____	Planner	_____
Complete Application	_____	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 *x 2*  
☐ Easement/Right-of-Way

**Property Assessment Roll Number:** 491-0234-60000-0000**A. Applicant Information****Name of Owner** 11750569 Ontario 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** 847 841 Windham Road 13  
**Town and Postal Code** Simcoe N3Y 4K6  
**Phone Number** 519-426-8894  
**Cell Number** 519-217-7783  
**Email** potatoes@fancypakbrand.com

**Name of Applicant** Joseph Lach and Arlene Lach  
**Address** 871 Windham Road 13  
**Town and Postal Code** Simcoe N3Y 4K6  
**Phone Number** 519-429-4646  
**Cell Number** 519-429-4646  
**Email** lach@lachco.ca

**Name of Agent**

**Address**

**Town and Postal Code**

**Phone Number**

**Cell Number**

**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:

N/A

**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 12 PT LOT 14

Municipal Civic Address: 847 841 Windham Road 13

Present Official Plan Designation(s): Agriculture

Present Zoning: Agriculture

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:

lawn and trees

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:

retained 2 buildings that contain lawn mowers, gardening tools and their storage

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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:

29 years (1996)

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9. Existing use of abutting properties:

rural residential

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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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BENEFITTING LOT.

### 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	115.3	30 m		115.3	N/A
Lot depth	186 m	N/A		186 m	N/A
Lot width	115.3 m	N/A		115.3	N/A
Lot area	1.09 ha	40 ha		1.09 ha	38.91 ha
Lot coverage					
Front yard					
Rear yard					
Height					
Left Interior side yard					
Right Interior side yard					
Exterior side yard (corner lot)					
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other					



# Remaining Lot (FARM) Size.

## 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	—	—		—	—
Lot depth	—	—		—	—
Lot width	—	—		—	—
Lot area	39.93 ha	40. ha		39.484 ha.	.516 ha
Lot coverage					
Front yard					
Rear yard					
Height					
Left Interior side yard					
Right Interior side yard					
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:

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

Frontage: 51.216m (refer to attached survey)  
Depth: approx 185.656 m irregular  
Width: 115.30 m irregular  
Lot Area: 5539.20 sq. m.  
Present Use: residential lot  
Proposed Use: continued use as a residential lot with grass and trees  
Proposed final lot size (if boundary adjustment): 10902 sq m

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: 491-023-58500-0000

Lach, Joseph and Lach Arlene Anne

Description of land intended to be retained in metric units:

Frontage: \_\_\_\_\_  
Depth: \_\_\_\_\_  
Width: \_\_\_\_\_  
Lot Area: 98.68 acres / 40 ha  
Present Use: Agriculture  
Proposed Use: Agriculture  
Buildings on retained land: farm house, barns and coverall

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

Frontage: n/a  
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:  
we have been owners and in possession of the land for 29 years



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:

we have used this land as a residential lot for 29 years

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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

- ☐ Municipal piped water  
☒ Individual wells

- ☐ Communal wells  
☐ Other (describe below)

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Sewage Treatment

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

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Storm Drainage

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

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2. Existing or proposed access to subject lands:

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

Name of road/street:

Windham Road 13

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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.  
[see attached explanation 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

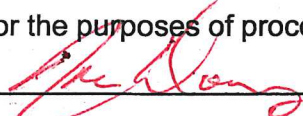
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

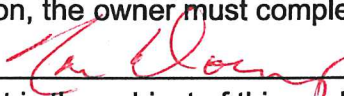
### Freedom of Information

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.

X  Sept 10/25  
Owner/Applicant/Agent Signature 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.

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

I/We authorize Joseph Lach and Arlene Lach 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.

7  Sept 10/25  
Owner 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, Joseph Lach and Arlene Lach of Simcoe Ontario 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:

SIMCOE, ONT

In NORFOLK County

This 10<sup>th</sup> day of SEPTEMBER, 2025

  
Owner/Applicant/Agent Signature



A.D., 2025

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

  
A Commissioner, etc.

July 28, 2025

To: Norfolk County

Subject : Boundary Adjustment for 871 Windham Road 13, Simcoe Ontario N3Y 4K6

To Whom it may concern:

I severed the lot my home is on in the mid 1980's. At the time I owned the farm, the lot was on. It seemed like an obvious severance because it was a piece of property that was naturally divided from the farm by a ditch which travelled in a triangle from the road to a point in the rear of the lot. I applied for the whole piece as a retirement lot because it was low, wet and totally separated from the rest of the farm which made it unusable as farmland.

The Norfolk County committee in charge at the time of the application approved the severance but not for the whole piece. They did not want to allow that much frontage on the road. They suggested that I build the house on the very westerly boundary and after that I could apply for a boundary adjustment which would be no problem.

In 1991 I decided to apply for my boundary adjustment, so John Backus my lawyer at the time and I filled out an application. The application was never filed, due to my being too busy on the farm with potato harvest that year.

I built the house in 1995 on the very westerly boundary. To complete the building of my home on the property I trucked in 350 tandem truckloads of dirt because of the low elevation of the lot.

Years went by and during that time I maintained the whole piece of property as my building lot with grass and trees. As of 2025, the lot remains grassed and treed, and I continue to live in the home I built.

It was not known until recently when I decided to get a market analysis done on the house and property that I realized by the survey that I only owned the original severance and not all the property to the ditch. I have sold my farms and businesses with the understanding that all the property on the east side of the ditch was part of my lot and to this day thought we had completed the boundary adjustment back in the 90's.

The new owners agree these 2 wedges of land are useless to them and cannot use it as farmland. I am now applying for this boundary adjustment to resolve the issue.

Attached is a recent survey showing the property owned and the boundary adjustment applied for. Also attached is a letter of consent from the new owner of the farm.

Thank you in advance for your consideration to the above request.

Sincerely

A handwritten signature in cursive script, appearing to read "Joe and Arlene Lach", written in dark ink. The signature is fluid and extends across the width of the text area.

Joe and Arlene Lach

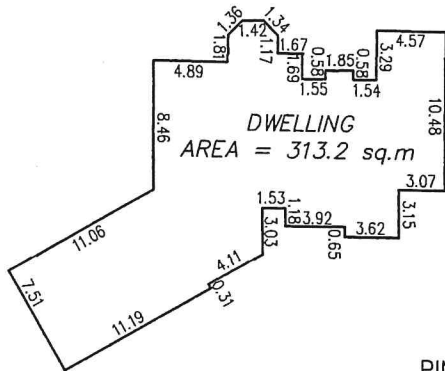


SKETCH SHOWING  
PROPOSED SEVERANCE  
OF PART OF  
LOT 14, CONCESSION 12  
TOWNSHIP OF WOODHOUSE  
NORFOLK COUNTY

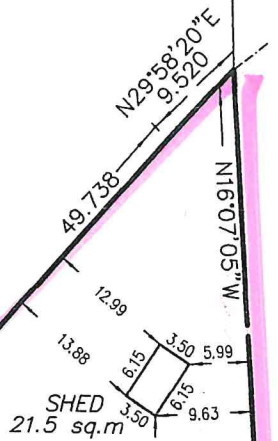
SCALE: 1 : 750



JULY 3, 2025



PIN 50182 - 0206 (LT)



PIN 50182 - 0206 (LT)



LOT  
CONCESSION

PROPOSED  
SEVERANCE  
AREA = 5539.20 sq.m

PIN 50182 - 0206 (LT)

PART 1, PLAN 37R-4058  
PIN 50182 - 0207 (LT)

SOUTHEAST CORNER  
LOT 14, CONCESSION 13

WINDHAM ROAD 13

20.117m WIDE ROAD ALLOWANCE BETWEEN CONCESSIONS 12 & 13

METRIC NOTE

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

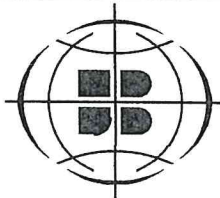
CAUTION

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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SURVEYING  
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650 Ireland Rd., Simcoe, ON N3Y 4K2  
T: (519) 426-0842 www.jdbarnes.com

DRAWN BY:

J.L.M.

CHECKED BY:

K.S.H.

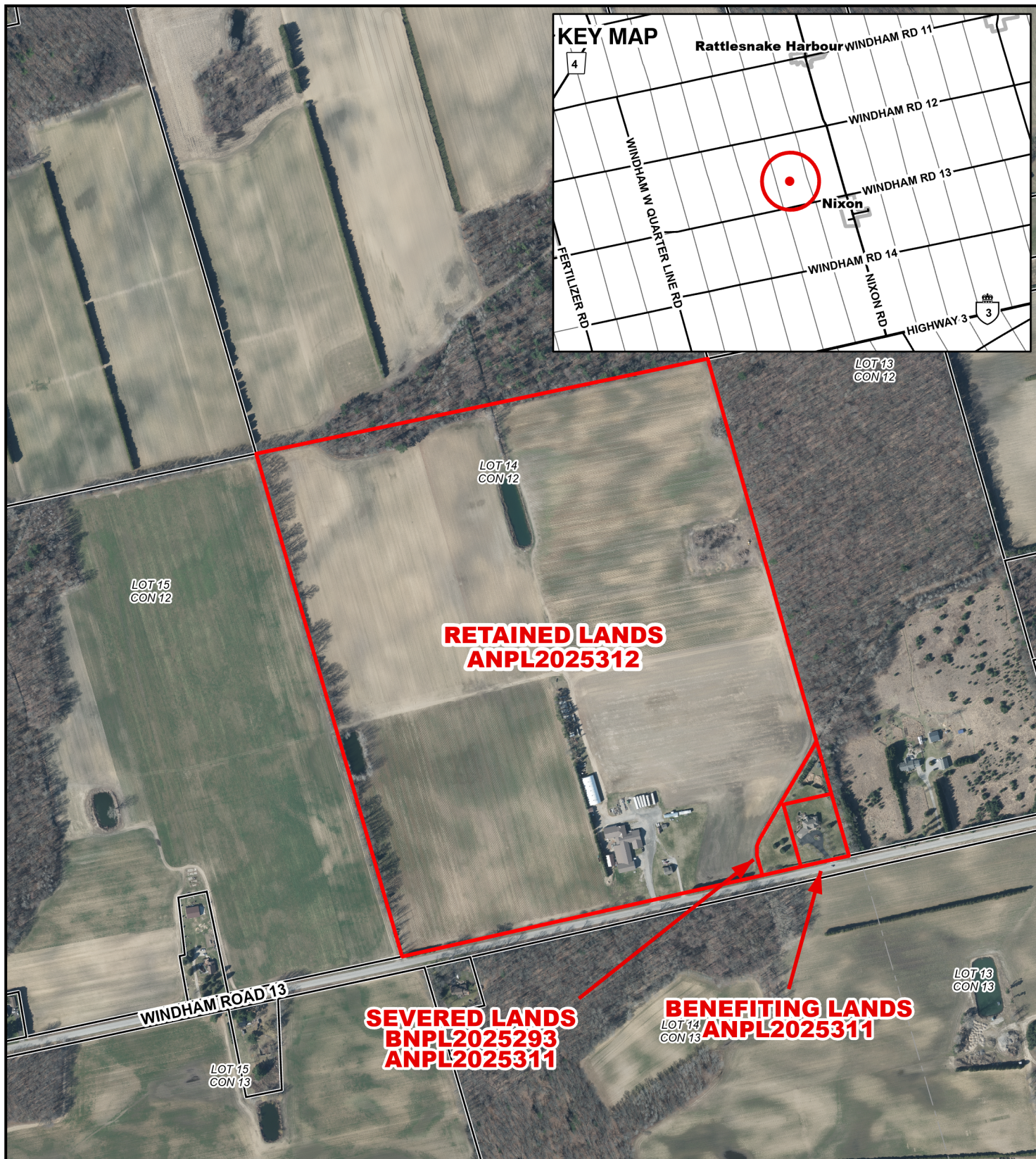
REFERENCE NO.:

25-54-308-00

DATED:

JULY 3, 2025



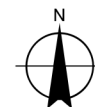


**Legend**

- Subject Lands
- Lands Owned

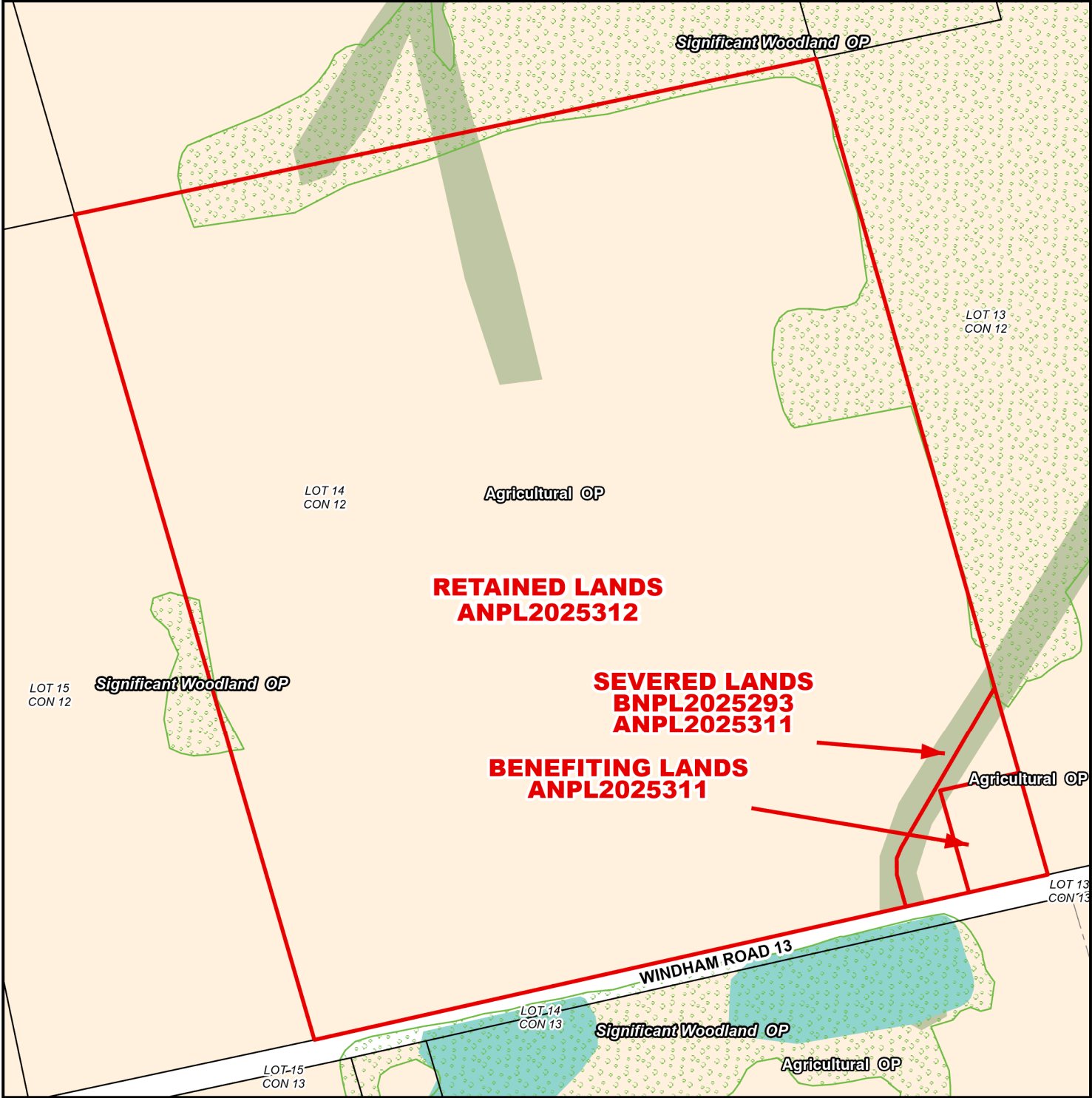
2020 Air Photo

10/6/2025



50 25 0 50 100 150 200  
 Meters





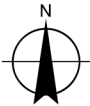
**Legend**

- Subject Lands
- Lands Owned

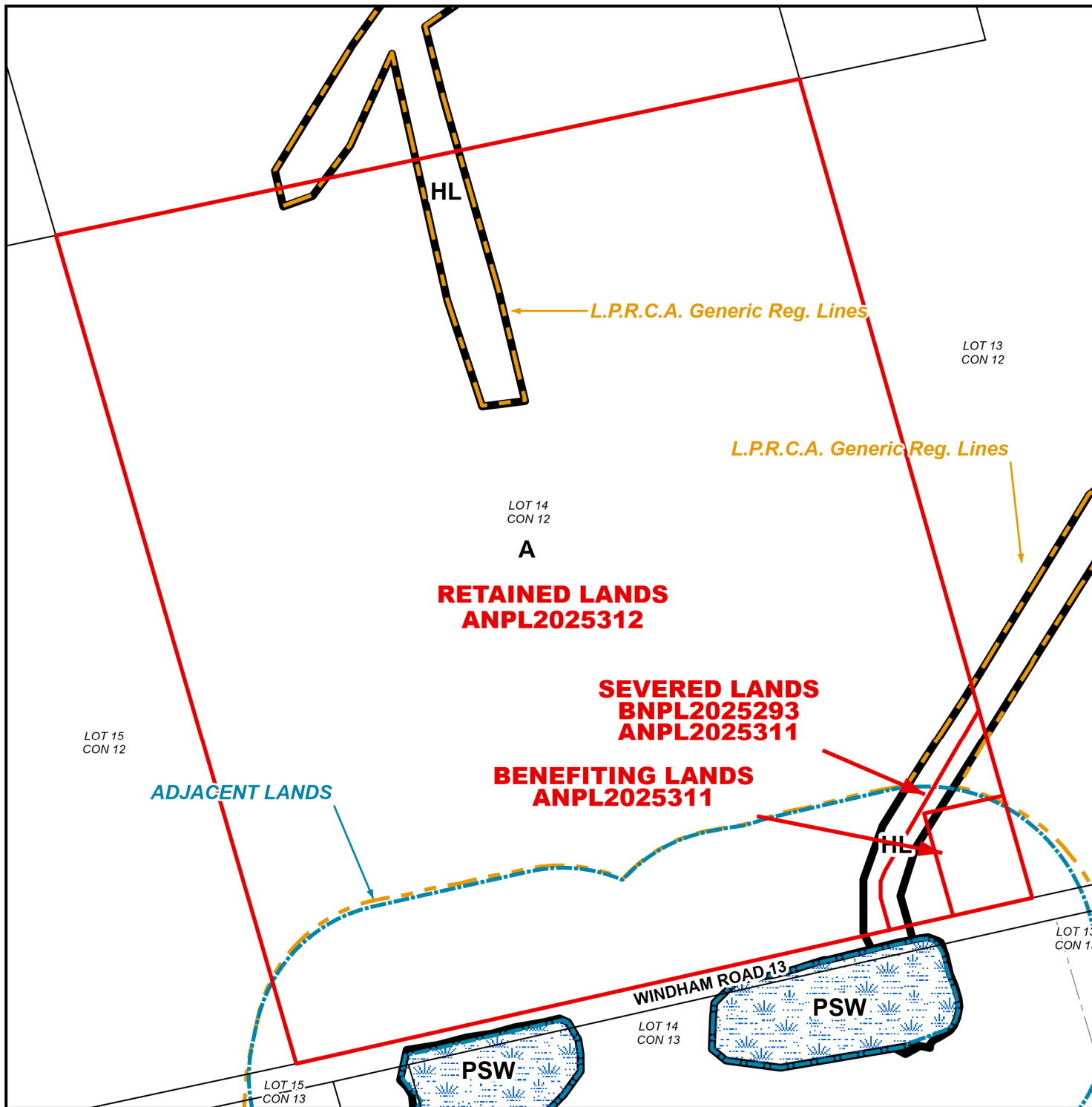
**Official Plan Designations**

- Agricultural
- Hazard Lands
- Provincially Significant Wetland
- Significant Woodland

10/6/2025



30 15 0 30 60 90 120 Meters



**LEGEND**

- Subject Lands
- Wetland
- Lands Owned
- LPRCA Generic RegLines
- Adjacent Lands

ZONING BY-LAW 1-Z-2014

10/6/2025

- (H) - Holding
- A - Agricultural Zone
- HL - Hazard Land Zone
- PSW - Provincially Significant Wetland Zone



30 15 0 30 60 90 120  
 Meters



# MAP D

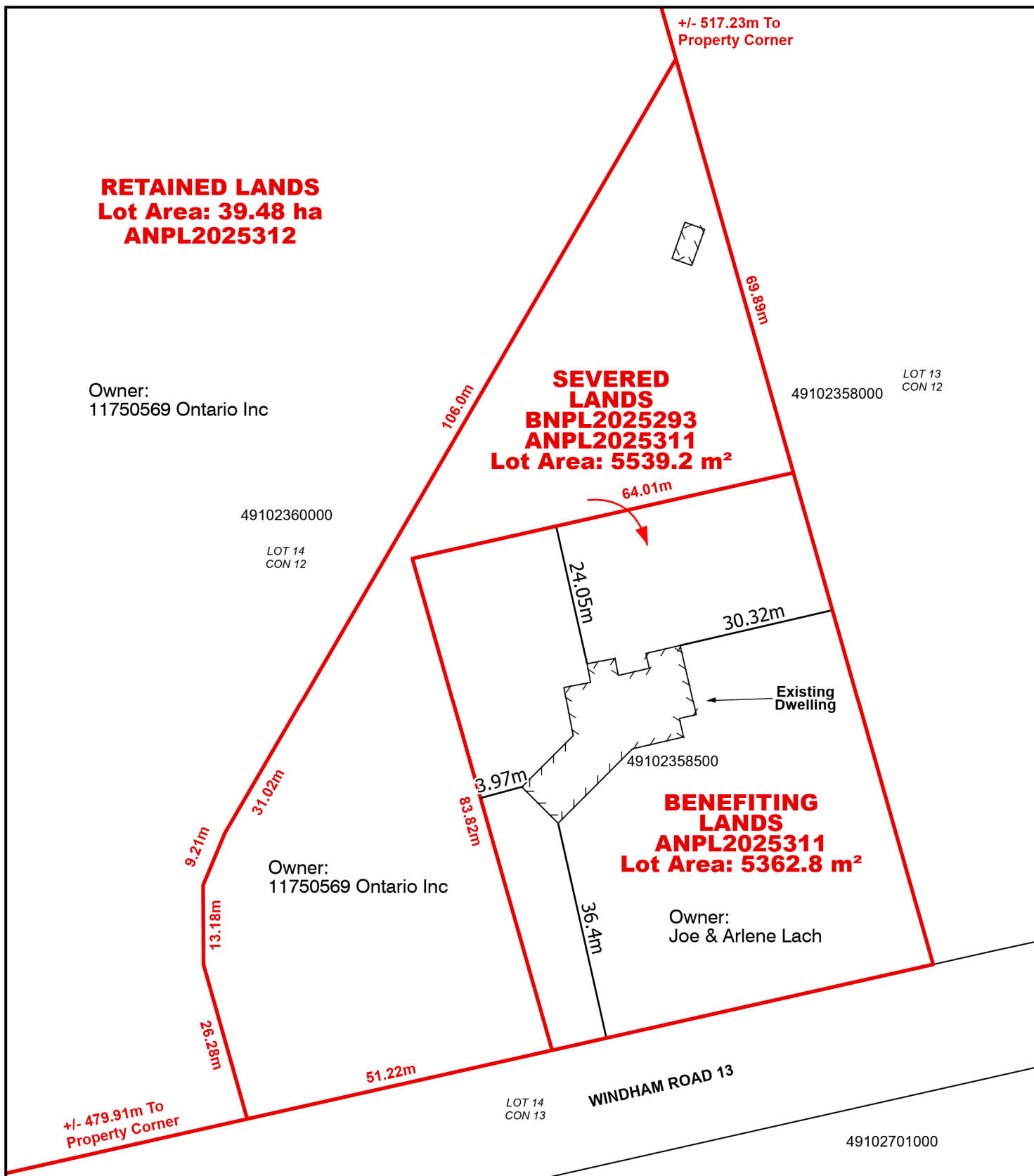
## CONCEPTUAL PLAN

Geographic Township of WINDHAM

BNPL2025293

ANPL2025311

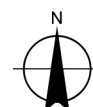
ANPL2025312



### Legend

- Subject Lands
- Lands Owned

10/6/2025



7 3.5 0 7 14 21 28 Meters

# LOCATION OF LANDS AFFECTED

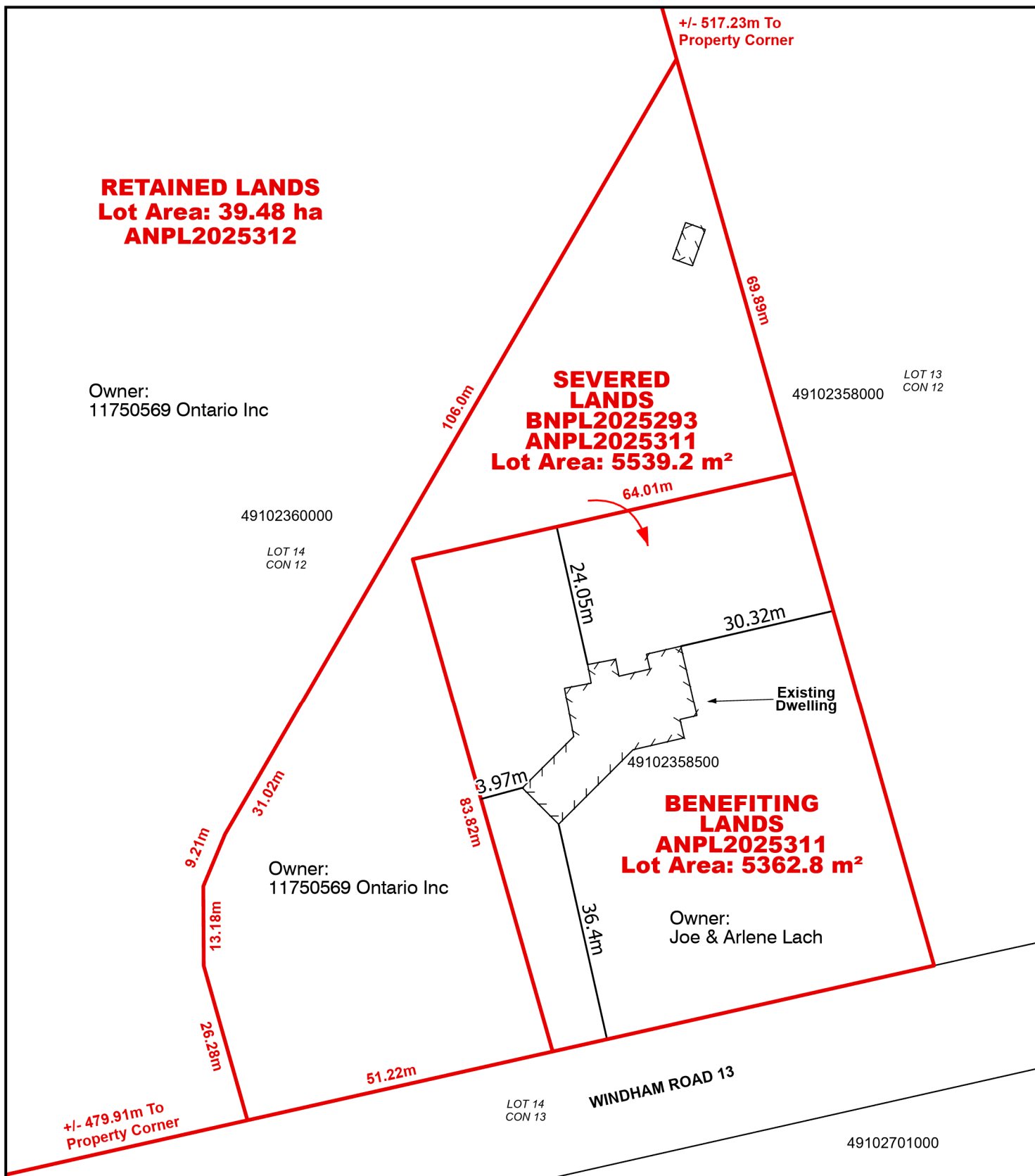
## CONCEPTUAL PLAN

Geographic Township of WINDHAM

BNPL2025293

ANPL2025311

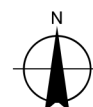
ANPL2025312



### Legend

- Subject Lands
- Lands Owned

10/6/2025



7 3.5 0 7 14 21 28 Meters