



For Office Use Only:

File Number

Related File Number

Pre-consultation Meeting

Application Submitted

Complete Application

BNPL 2075303

Oct 7/25

Application Fee

Conservation Authority Fee

Well & Septic Info Provided

Planner

Public Notice Sign

A

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

- ☒ Consent/Severance
- ☐ Boundary Adjustment/Land Conveyance
- ☐ Easement/Right-of-Way Severance

Property Assessment Roll Number: 3310336070095000000

A. Applicant Information

Name of Owner

Springview Golf and Farm

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

657 Culver Road

Town and Postal Code

Waterford, CN N3E 1Y0

Phone Number

519 443 0589

Cell Number

Email

Name of Authorized Applicant

Kayla DeLeye, B.A MA, Ec.D, MCIP, RPF

Address

Town and Postal Code

Phone Number

519 909 9710

Cell Number

Email

kayla.deleye@outlook.com



Name of Authorized 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 mortgages, 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):

Part of Lots 5 and 6, Concession 11, Geographic Township of Townsend, Norfolk County

Municipal Civic Address: 657 Culver Road, Waterford

Land acquisition date (if known): _____

Present Official Plan Designation(s): Parks/Open Space, Hazard Lands, Agricultural

Present Zoning: Agricultural and Open Space and 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:

18-hole golf course with associated clubhouse facilities, parking areas, and agriculture lands



4. Please describe **all existing and proposed** buildings and structures on the proposed **severed and retained lots** and whether they are to be retained, demolished or removed.

	Severed lot Parts 1,2,3	Retained lot Parts 4,5,6
Number of Existing Buildings/Structures	<u>0</u>	<u>2 existing (clubhouse and dwelling)</u>
Number of Storey(s) for Existing Buildings/Structures	<u>0</u>	<u>1</u>
Number of Proposed Buildings/Structures	<u>0</u>	<u>0</u>
Number of Storey(s) for Proposed Buildings/Structures	<u>0</u>	<u>0</u>
Number of Dwelling Units per lot	<u>0</u>	<u>1</u>

5. 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:

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

7. Existing use of abutting properties:

Agriculture with a mix of rural residential uses scattered throughout the area

8. Does this proposal require a minor variance application? ☐ Yes ☒ No

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

☒ Yes ☐ No

If yes, describe the easement or restrictive covenant and its effect:

Parts 2 and 5 are existing easements containing buried telephone lines



C. Zoning Review (chart must be completed in metric units)

	Zoning By-law Requirement	Proposed	
		Severed lot	Retained lot
Lot area (sq.m.)	1,390	204,900	231,300
Lot frontage (m)	30	219	131
Lot depth (m)		597	542
Front Yard Setback (m)	6	N/A	N/A
Left Side Yard Setback (m)	3	N/A	N/A
Right Side Yard Setback (m)	3	N/A	122
Rear Yard Setback (m)	9	N/A	22
Exterior side yard (if applicable) (m)	6	N/A	N/A
Height (m)	11	N/A	N/A
Lot coverage (%)	N/A	N/A	N/A
Number of parking spaces	2 parking spaces per hole plus 1 parking space for every 10 square metres of a club house restaurant and lounge floor area	N/A	N/A

Number of new lots to be created (not including retained lot): 1
Please provide a separate table if more than one severed lot is being proposed.

i. Boundary Adjustment

1. Proposed final lot size and frontage of the benefitting lot 204,900 sq. m and 219 m

2. Identify the assessment roll number and property owner of the lands to which the lands will be conveyed:

Springview Golf and Farm 3310336070095000000



ii. Easement/Right-of-Way Request(s)

Width (m)	_____	_____
Depth (m)	_____	_____
Area (sq.m.)	_____	_____
Lot/Part number over which the easement is required (must be identified on sketch)	_____ _____ _____	_____ _____ _____
Purpose of easement	_____ _____	_____ _____

iii. **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. 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. If you answered yes to any of the above questions in Section D, a previous use inventory showing all known former uses of the subject lands, or if appropriate, the adjacent lands, is needed. Is the previous use inventory attached?

☐ Yes ☐ No

E. Provincial Policy

1. Is the requested amendment consistent with the Provincial Planning Statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*?

☒ Yes ☐ No

If you answered no, please explain:

2. It is the 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 ?

☐ Yes ☒ No

If you answered no, please explain:

Not applicable. No changes of use are proposed.

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 you answered no, please

explain: Not applicable. No changes of use are proposed.



4. Are any of the following uses or features on the subject lands or within 500 metres of the subject lands ? Please check boxes, if applicable.

Livestock facility or stockyard

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

Significant Woodland

☐ 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 or other environmental feature

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

Floodplain

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

Rehabilitated mine site

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

Non-operating mine site within one kilometre

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

Active mine site within one kilometre

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

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

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

Active railway line

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

Seasonal wetness of lands

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

Erosion

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

Abandoned gas wells

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



F. Servicing and Access

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) | |

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:

Culver Rd

G. Other Information

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 Planning Justification Report.



H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies and an electronic version of the site plan drawings, additional plans, studies and reports will be required in addition to a sketch plan in accordance with [Ontario regulation 197/96](#).

i) Sketch in Metric Units

A sketch showing the following, in metric units:

- a) the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- b) the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;
- c) the location of all land previously severed from the parcel originally acquired by the current owner of the subject land;
- d) the approximate location, to the best of your knowledge, of all natural and artificial features (*for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*);
- e) the current uses of land that is adjacent to the subject land (*for example, residential, agricultural or commercial*);
- f) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- g) the location and nature of any easement affecting the subject land; and
- h) location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures.

ii) Technical studies

The following additional plans, studies and reports, including but not limited to, may also be required as part of the complete application submission.

- a) Environmental Impact Study
- b) On-Site Sewage Disposal System Evaluation Form
- c) Geotechnical Study
- d) Hydrogeological Review
- e) Minimum Distance Separation Calculations



Development approvals might be subject to Ministry of Environment Conservation and Parks, Ministry of Transportation or other relevant federal or provincial legislation, municipal by-laws or other agency approvals.



I. Transfers, Easements and Postponement of Interest

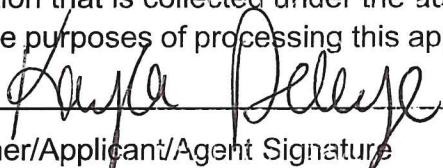
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner to undertake the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. The owner further acknowledges and agrees that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

September 12, 2025


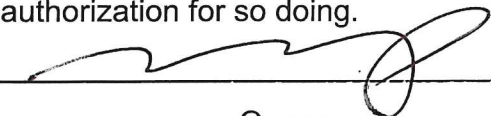
Date

J. Owner's Authorization

If the authorized 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 Tracey and Michelle Boerkamp am/are the registered owner(s) of the lands that is the subject of this application.


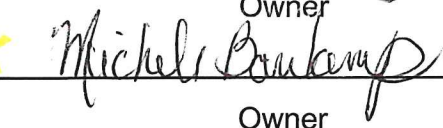
I/We authorize Kayla DeLeye Development Planning to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.

Owner



Date

Owner



Date

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



K. Declaration

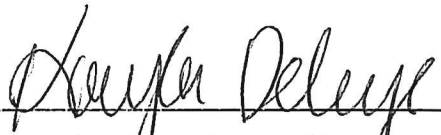
I, Kayla DeLeye of Kayla DeLeye Development Planning

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.


Owner/Applicant/Agent Signature

In Norfolk County

This 15th day of September 2025

A.D., 2025

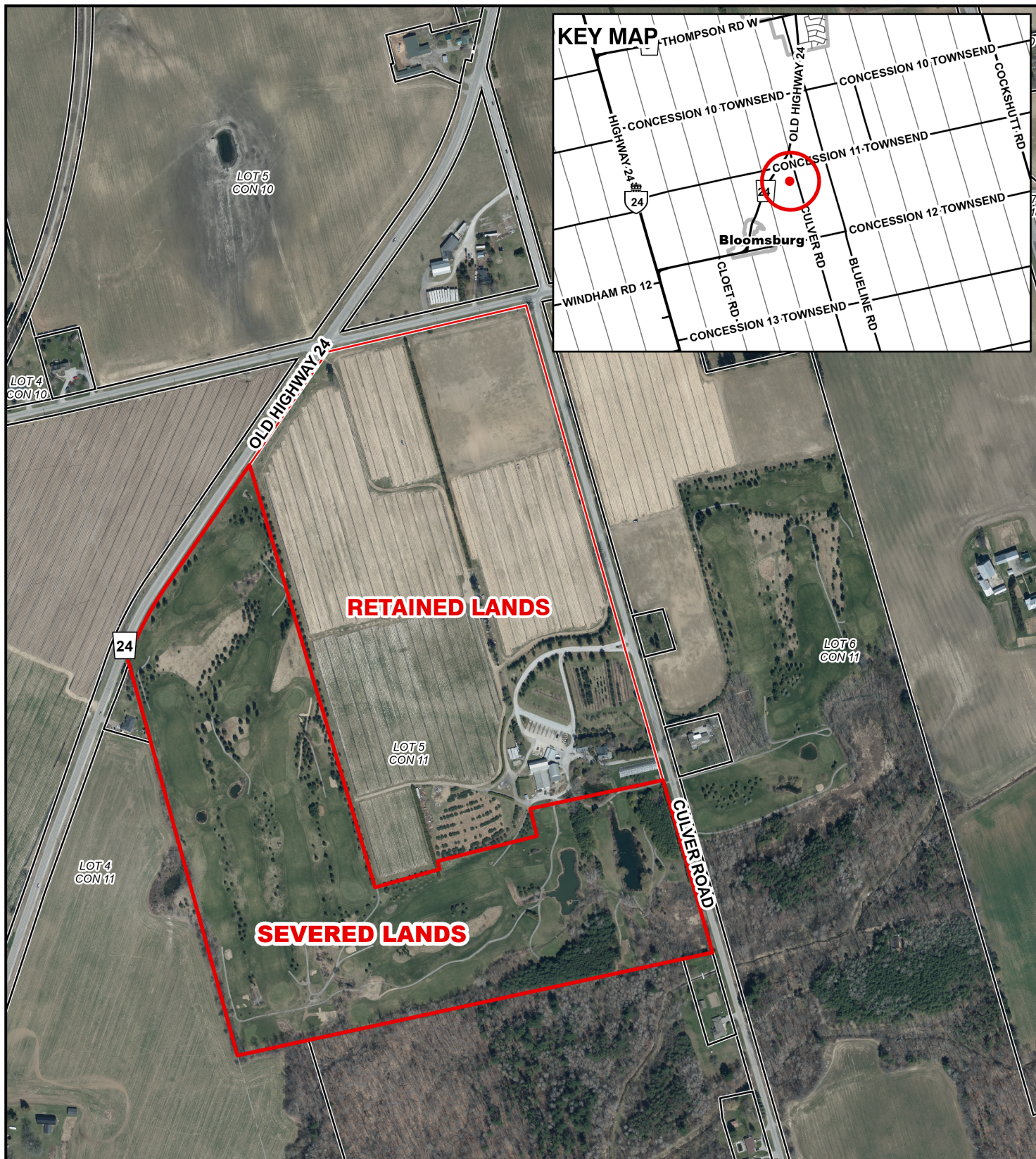

A Commissioner, etc.

Sherry Ann Mott, a
Commissioner, etc., Province of Ontario.
for the Corporation of Norfolk County.
Expires March 16, 2028.

[illegible]

CONTEXT MAP

Geographic Township of TOWNSEND

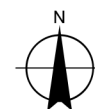


Legend

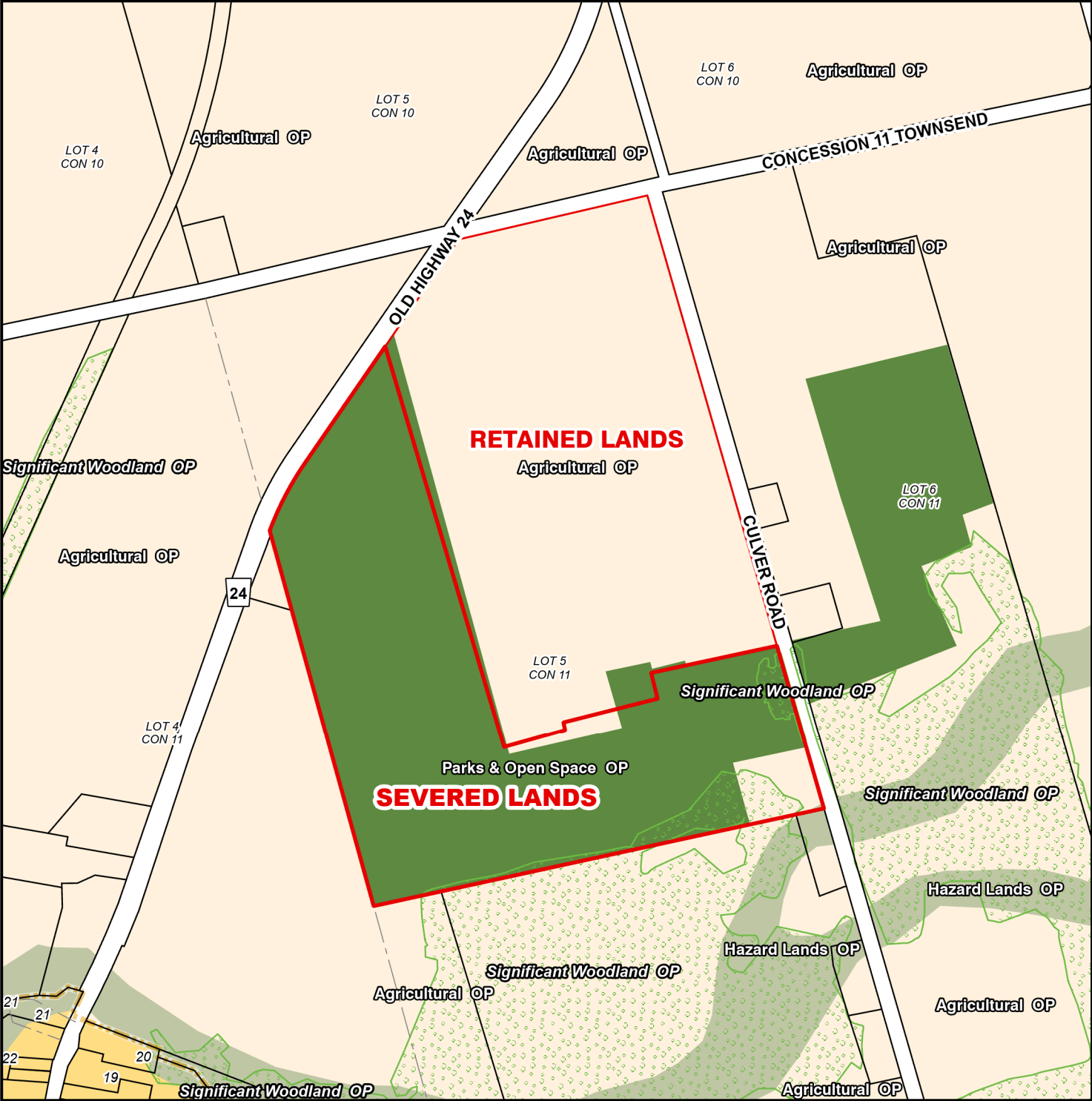
- Subject Lands
- Lands Owned

2020 Air Photo

10/14/2025



50 25 0 50 100 150 200 Meters



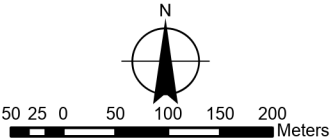
Legend

- Subject Lands
- Lands Owned

Official Plan Designations

- Agricultural
- Hazard Lands
- Hamlet
- Parks & Open Space
- Hamlet Area Boundary
- Significant Woodland

10/14/2025

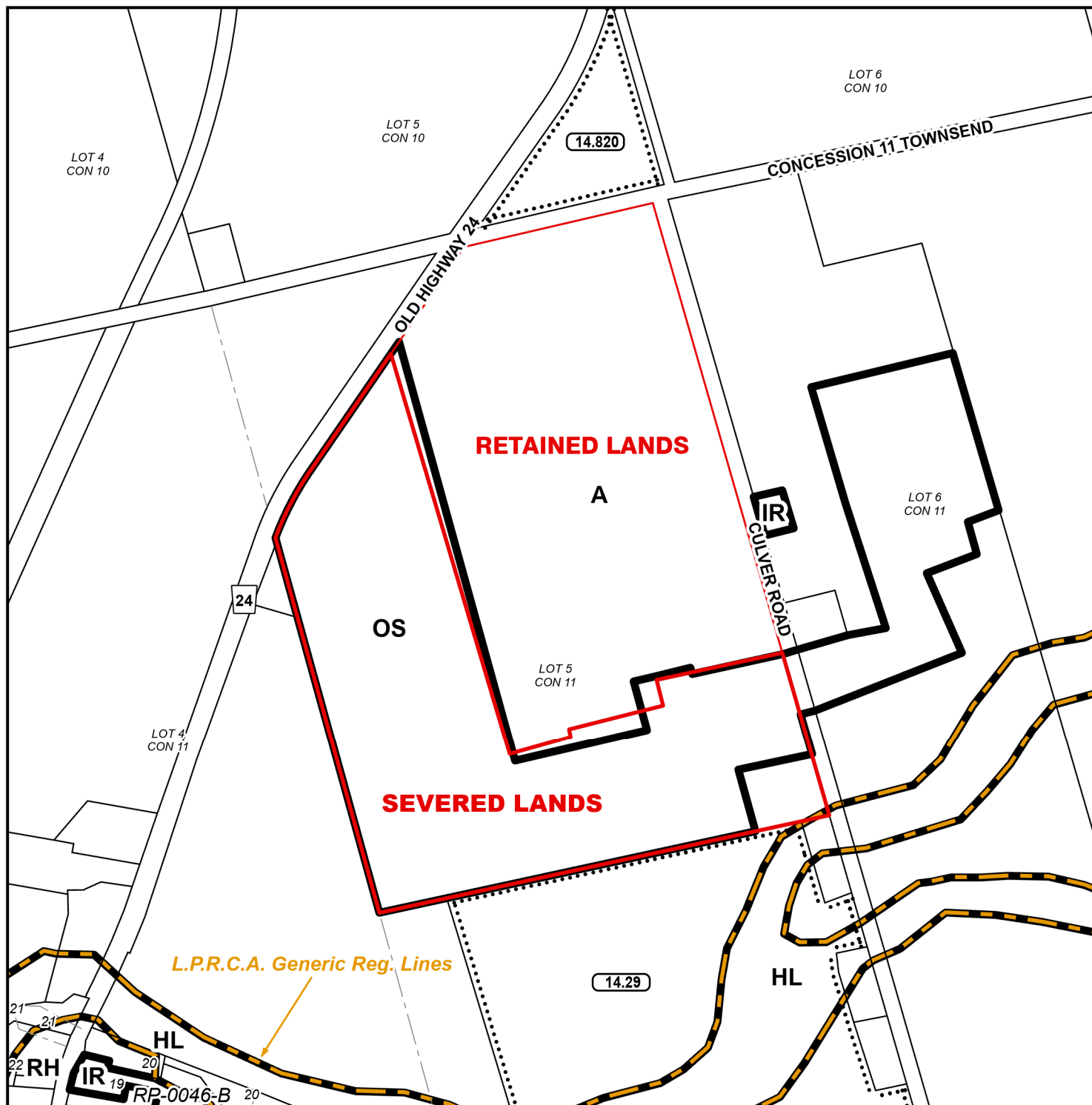


MAP C

ZONING BY-LAW MAP

Geographic Township of TOWNSEND

BNPL2025303



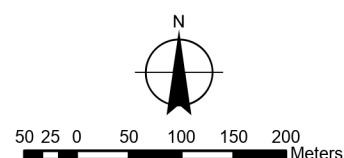
LEGEND

- Subject Lands
- Lands Owned
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

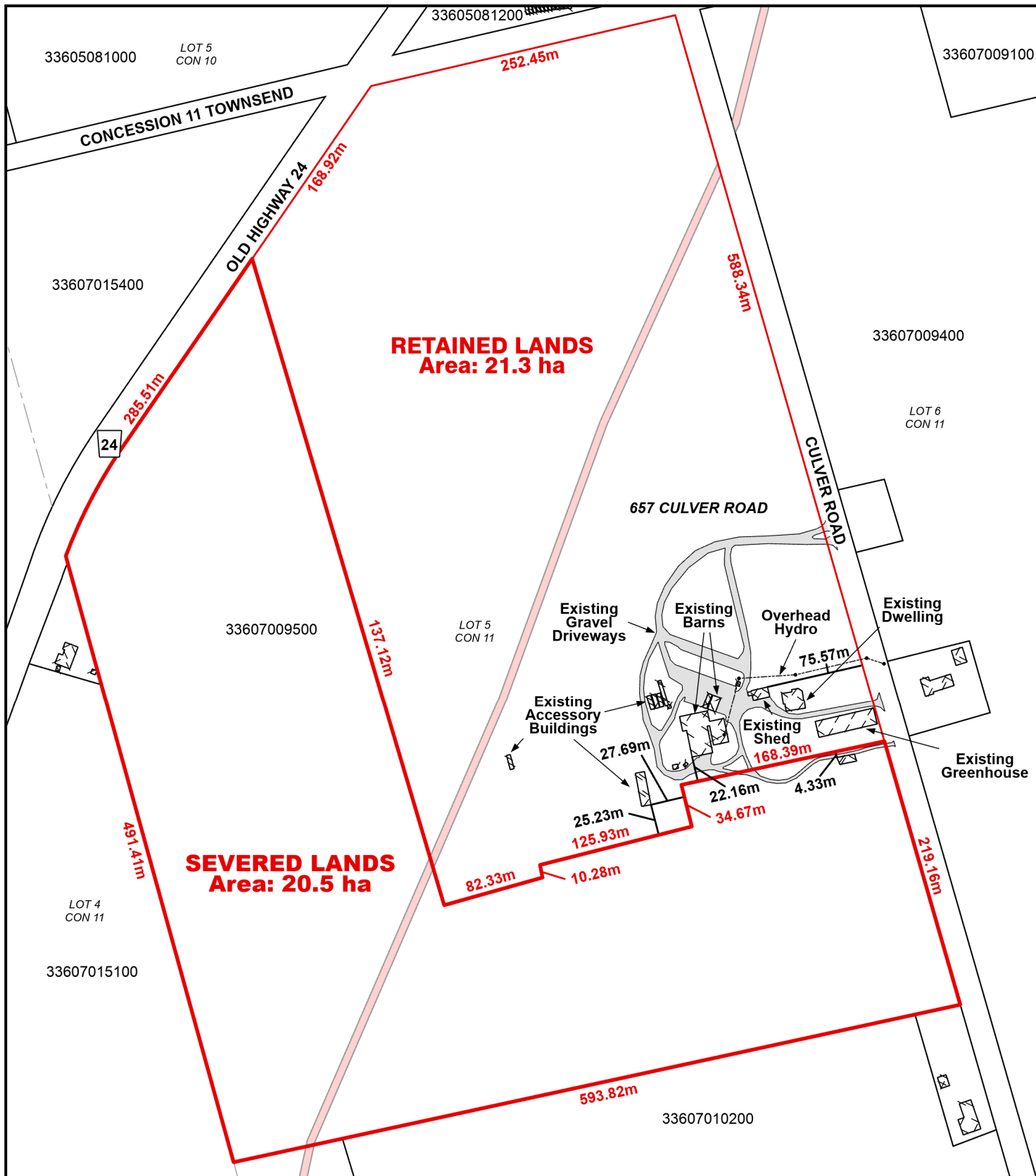
10/14/2025

- (H) - Holding
- A - Agricultural Zone
- RH - Hamlet Residential Zone
- HL - Hazard Land Zone
- OS - Open Space Zone
- IR - Rural Institutional Zone



CONCEPTUAL PLAN

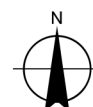
Geographic Township of TOWNSEND



Legend

- Subject Lands
- Lands Owned
- Easement

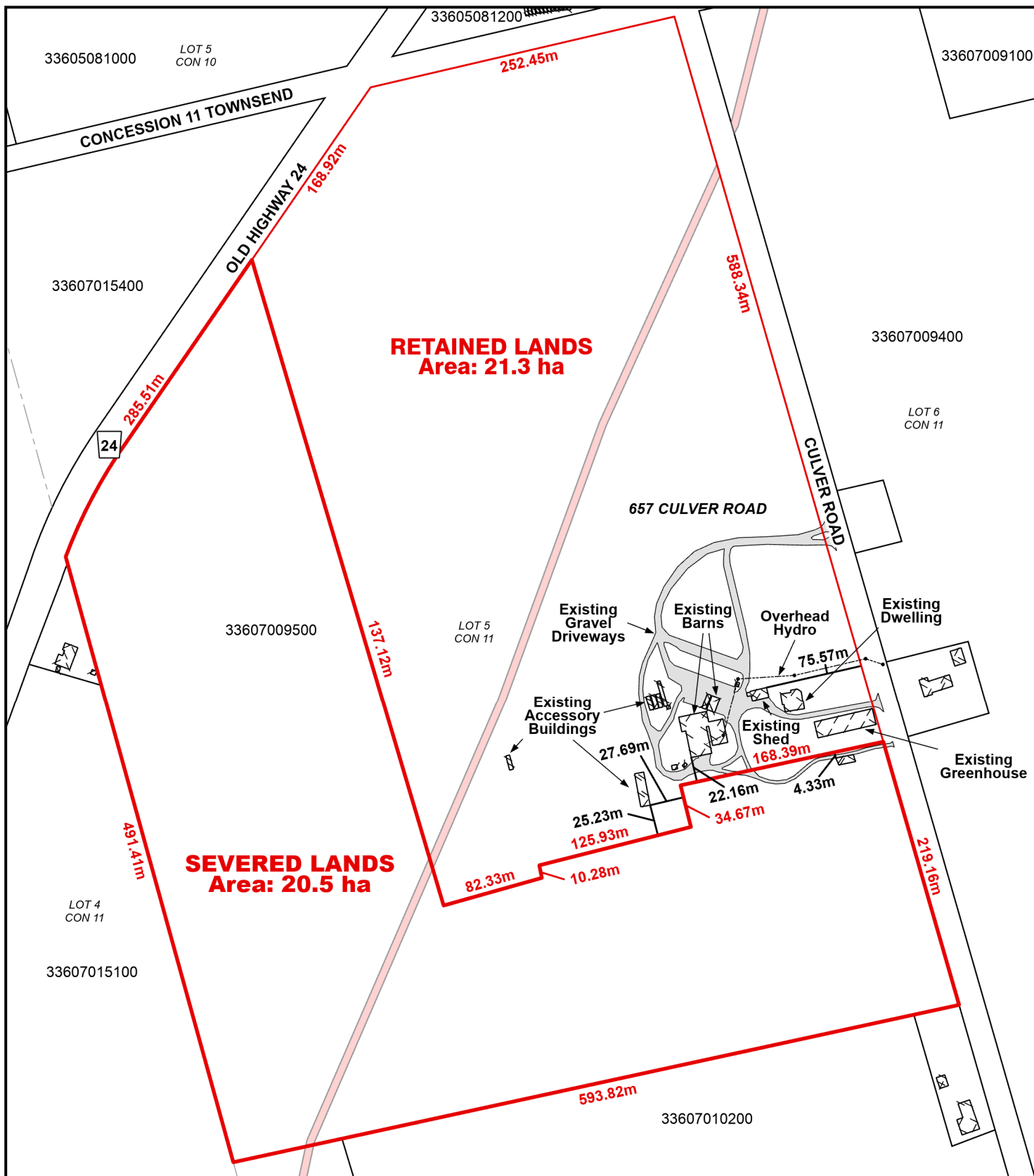
10/14/2025



30 15 0 30 60 90 120 Meters

CONCEPTUAL PLAN

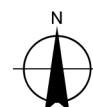
Geographic Township of TOWNSEND



Legend

- Subject Lands
- Easement
- Lands Owned

10/14/2025



30 15 0 30 60 90 120 Meters