



For Office Use Only:

File Number

Related File Number

Pre-consultation Meeting

Application Submitted

Complete Application

BNPL2025304

Application Fee

Conservation Authority Fee

Well & Septic Info Provided

Planner

Public Notice Sign

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, ON N0E 1Y0

Phone Number

519 443 0589

Cell Number

Email

Name of Authorized Applicant

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

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 and 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): Agriculture, Hazard lands, Park/Open space

Present Zoning: Agriculture (A) Hazard Lands (HL) and Open Space (OS)

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 Part 10	Retained lot Parts 7,8,9, 11
Number of Existing Buildings/Structures	0	0
Number of Storey(s) for Existing Buildings/Structures	0	0
Number of Proposed Buildings/Structures	0	0
Number of Storey(s) for Proposed Buildings/Structures	0	0
Number of Dwelling Units per lot	0	0

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:

Part 8 is an existing easement for 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.)	(A) 400,000 and (OS) 1,390	71,800	92,300
Lot frontage (m)	30	Complies	Complies
Lot depth (m)	N/A	N/A	N/A
Front Yard Setback (m)	13	Complies	Complies
Left Side Yard Setback (m)	3	Complies	Complies
Right Side Yard Setback (m)	3	Complies	Complies
Rear Yard Setback (m)	9	Complies	Complies
Exterior side yard (if applicable) (m)	13	N/A	N/A
Height (m)	11	N/A	N/A
Lot coverage (%)	N/A	N/A	N/A
Number of parking spaces	N/A	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 71,800 sq m & 488 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:

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

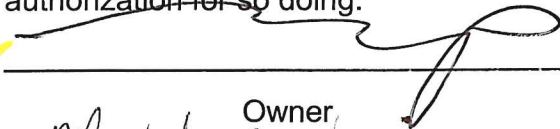
Date

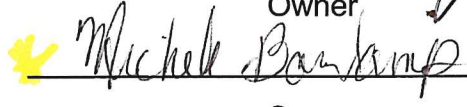
J. Owner's Authorization

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


Owner

Sept. 15/25

Date
Sept. 15/25

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.

Kayla DeLeye
Owner/Applicant/Agent Signature

In Norfolk County

This 15th day of September 2025

A.D., 20 25

Sherry Ann Mott
A Commissioner, etc.

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



DEVELOPMENT PLANNING

September 15^h, 2025

Alisha Cull
Manager of Planning Services
Planning and Realty Services
Community and Development Services
12 Gilbertson Dr., Simcoe, Ontario, N3Y 3A3

Dear Alisha:

Re: 657 Culver Road, Waterford, Norfolk County

I am pleased to submit three consent applications and two zoning bylaw amendments for the above-noted property on behalf of my client.

The following is a breakdown of the consent applications:

Consent Application 1 – Sever Parts 1, 2 & 3 and retain Parts 4, 5, 6

Consent Application 2 – Sever Part 10 and retain Parts 7, 8 & 9

Consent Application 3 – Sever Part 11 and retain Part 10

The two zoning bylaw amendment applications address either side of Culver Road and are as follows:

Zoning Bylaw Amendment Application 1

- Part 7, 8 & 9 – reduce the minimum lot area from 40 hectares to 9.2 hectares and prohibit the property from containing a dwelling; and
- Part 11 – reduce the minimum lot area from 40 hectares to 25.5 hectares

Zoning Bylaw Amendment Application 2:

- Parts 4, 5 & 6 – reduce the minimum lot area from 40 hectares to 23.1 hectares

Should you have any questions or require additional information, please do not hesitate to contact the undersigned.

Yours sincerely,

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

Planning Justification Report

Severances and Zoning By-law Amendment Applications

657 Culver Road, Waterford

September 15, 2025



1.0 INTRODUCTION

Kayla DeLeye Development Planning (“Agent”) has been retained by the Owners of Springview Farms Golf Course (“Owners”) to assist in obtaining three consent applications and associated zoning by-law amendments for the lands municipally known as 657 Culver Road, Waterford, Norfolk County. The lands are legally described as Part of Lots 5 and 6, Concession 11, Geographic Township of Townsend, Norfolk County.

These consent applications are proposed to separate the existing golf course operation from the larger agricultural parcel for estate planning purposes. The golf course, which spans across both the east and west sides of Culver Road, is operated by multiple generations of the same family. A severance was recommended by the family’s financial planner to formalize the operational division between the two existing uses (being farming and recreational) and to allow flexibility for future succession.

To facilitate the proposal, three consent applications are being advanced. In addition, two site-specific Zoning By-law Amendments are proposed to address minimum lot area deficiencies and to remove a dwelling as a permitted use on certain parcels. This Planning Justification Report has been prepared in support of the three severances and two zoning by-law amendments. It will describe the applications, provide the rationale for the lot division, and demonstrate consistency with the Provincial Planning Statement (2024) and conformity to the Norfolk County Official Plan and the Norfolk County Zoning By-law.

2.0 SUBJECT LANDS DESCRIPTION

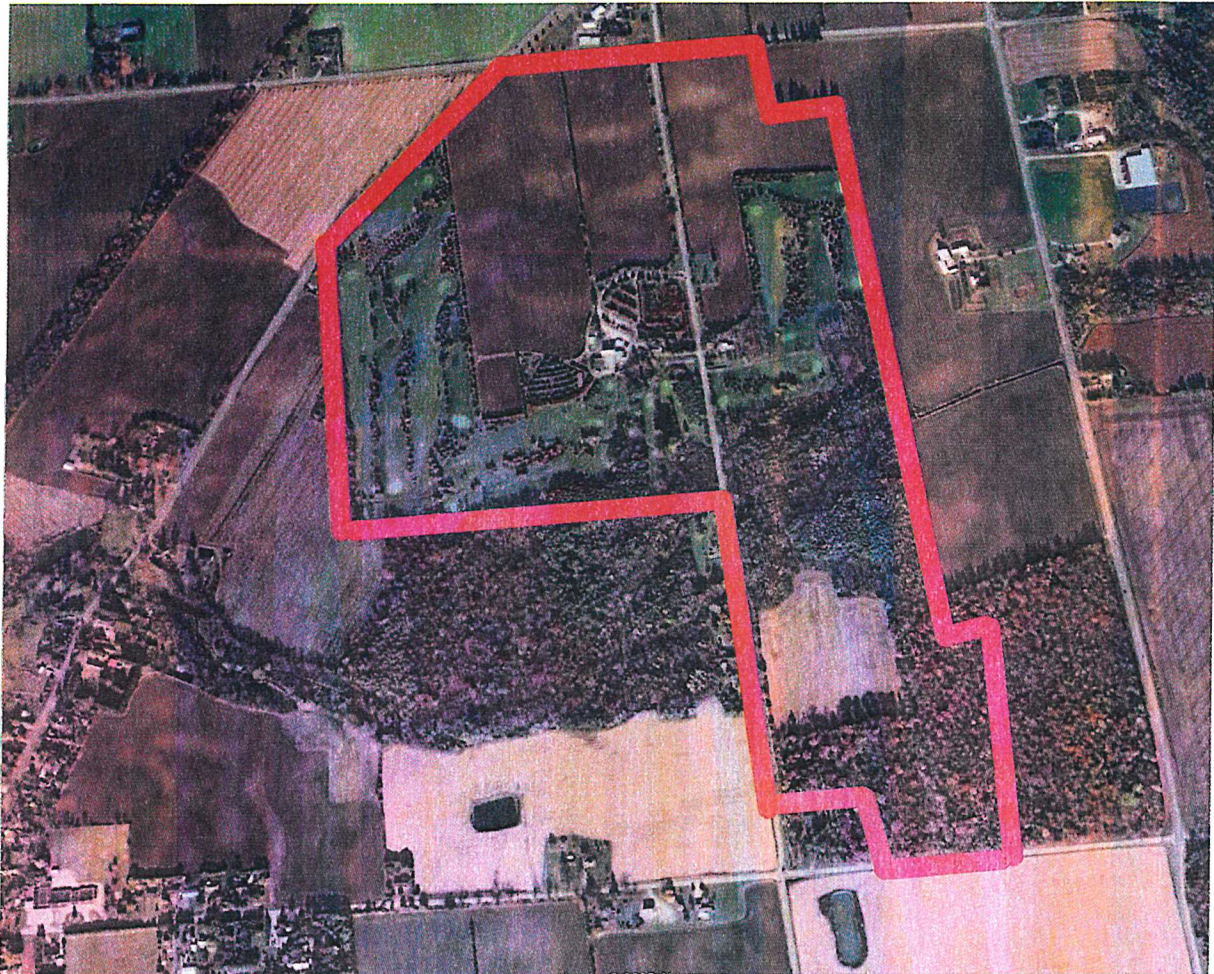
The subject lands are municipally known as 657 Culver Road, located on both the east and west sides of Culver Road in the geographic Township of Townsend, Norfolk County. The property is located approximately 4.3 kilometres south of downtown Waterford and approximately 2.7 kilometres north of Bloomsburg. The lands are legally described as Part of Lots 5 and 6, Concession 11, Geographic Township of Townsend.

The site contains a privately operated 18-hole golf course known as Springview Farms Golf Course, as well as associated clubhouse facilities, parking areas, and agricultural lands. The golf course is primarily situated within lands designated and zoned Parks/Open Space, while the surrounding lands remain designated and zoned Agricultural and Hazard Lands. The golf course spans both the east and west sides of Culver Road, with additional access and parking situated on the western portion of the site.

The total lot size is approximately 1223.11 hectares (3022.38 acres). Surrounding land uses are primarily agricultural, with a mix of rural residential uses scattered throughout the area. The lands are located within a well-established rural landscape characterized by open fields, farm operations, and wooded natural features. See Map 1 below for an aerial view of the subject lands.

Culver Road is a municipally maintained rural road that provides year-round access to the property. The site is not serviced by municipal water or sewer infrastructure and is reliant on private services.

Map 1: Aerial view of Subject Lands

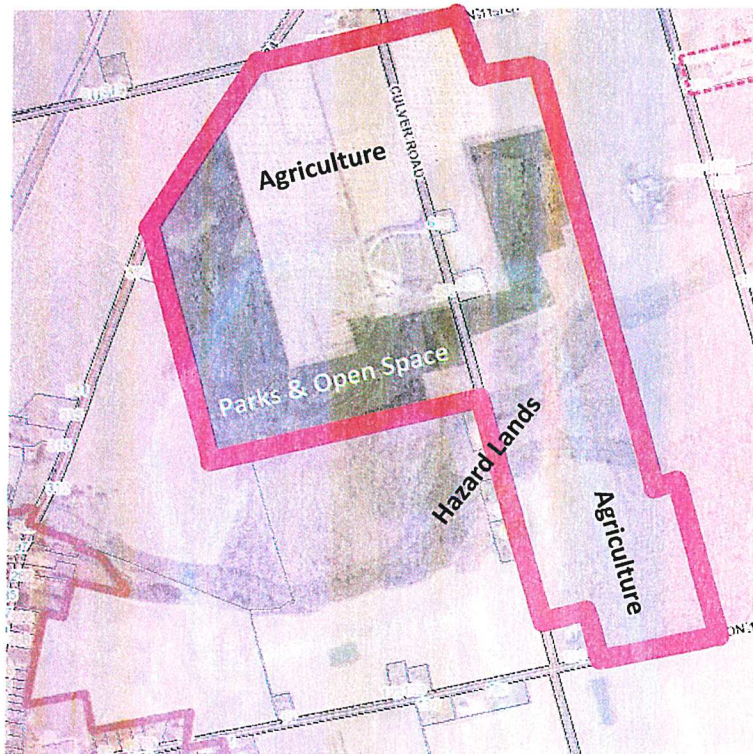


Official Plan Designation & Zoning By-law Provisions

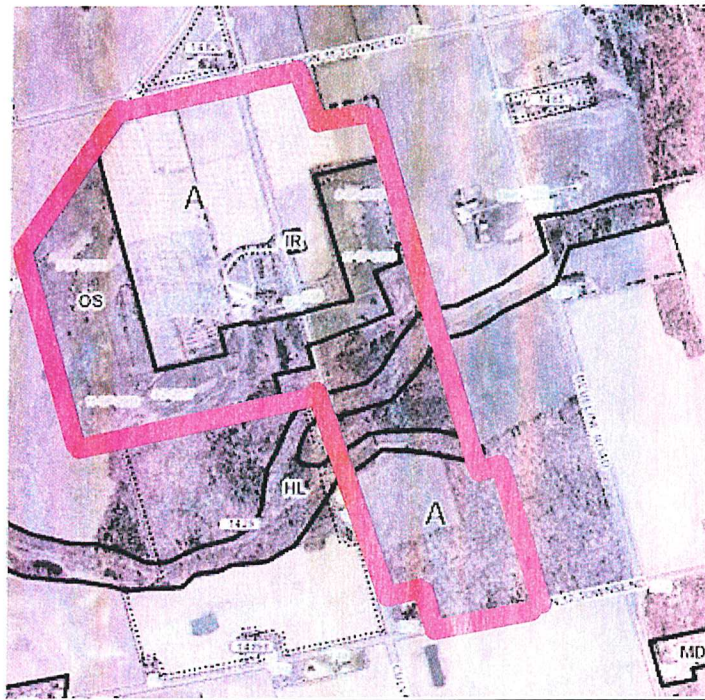
The subject lands are designated Parks/Open Space, Hazard Lands and Agricultural in the Norfolk County Official Plan (NCOP) and are zoned Parks/Open Space (OS), Hazard Lands (HL) and Agricultural (A) in Norfolk County Zoning By-law 1-Z-2014 (NCZB), as shown in Maps 2 and 3 below.

The portions of the property containing the Springview Farms Golf Course, located on both the east and west sides of Culver Road, are designated and zoned Parks/Open Space. The remainder of the lands, which are actively farmed, are designated and zoned Agricultural. A small portion of the lands are also zoned Hazard Lands and contain a woodlot and river.

Map 2: Subject Lands with Official Plan Designation



Map 3: Subject Lands with Zoning



3.0 PROPOSAL

The proposed development consists of three consent applications and site-specific Zoning By-law Amendments to formalize the division of the existing golf course and associated agricultural lands. The proposal reflects existing operational boundaries while addressing zoning deficiencies and ensuring long-term flexibility for succession, and continued operation. At this time this is no intent to sell or cease operations. To address the lot area deficiencies and remove dwelling as a permitted use on several parcels, minor zoning by-law amendments will be sought. The consent applications will be conditional, based on the approval of the Zoning By-Law Amendments.

Appendix A identifies the legal parts of the subject lands. On the west side of Culver Road, Parts 1, 2, and 3 (approximately 20.49 ha [50.64 ac]) are proposed to be severed together as one property, with Parts 4, 5, and 6 (approximately 23.13 ha [57.15 ac]) as the retained property. Parts 2 and 5 are existing easements containing buried telephone lines, that will remain in place following the severance. Part 6 contains a single detached dwelling, golf course clubhouse, parking areas, and primary access, which will continue to function in support of the golf course operations. The retained parcel will require a Zoning By-law Amendment to address a minimum lot area deficiency under the Agricultural (A) Zone.

On the east side of Culver Road, two severances are proposed to create an additional two lots. Parts 7, 8, and 9 (approximately 9.23 ha [22.82 ac]) will be retained as one property, with Part 8 representing an existing buried telephone line easement running through Parts 7 and 9. A Zoning By-law Amendment will be required to address the minimum lot deficiency and to remove the dwelling use.

Part 10 (approximately 7.18 ha [17.74 ac]) will be created as one golf course property and meets minimum zoning requirements. Part 11 (approximately 25.57 ha [63.18 ac]) will be severed as one property and will require a Zoning By-law Amendment to address a minimum lot area deficiency.

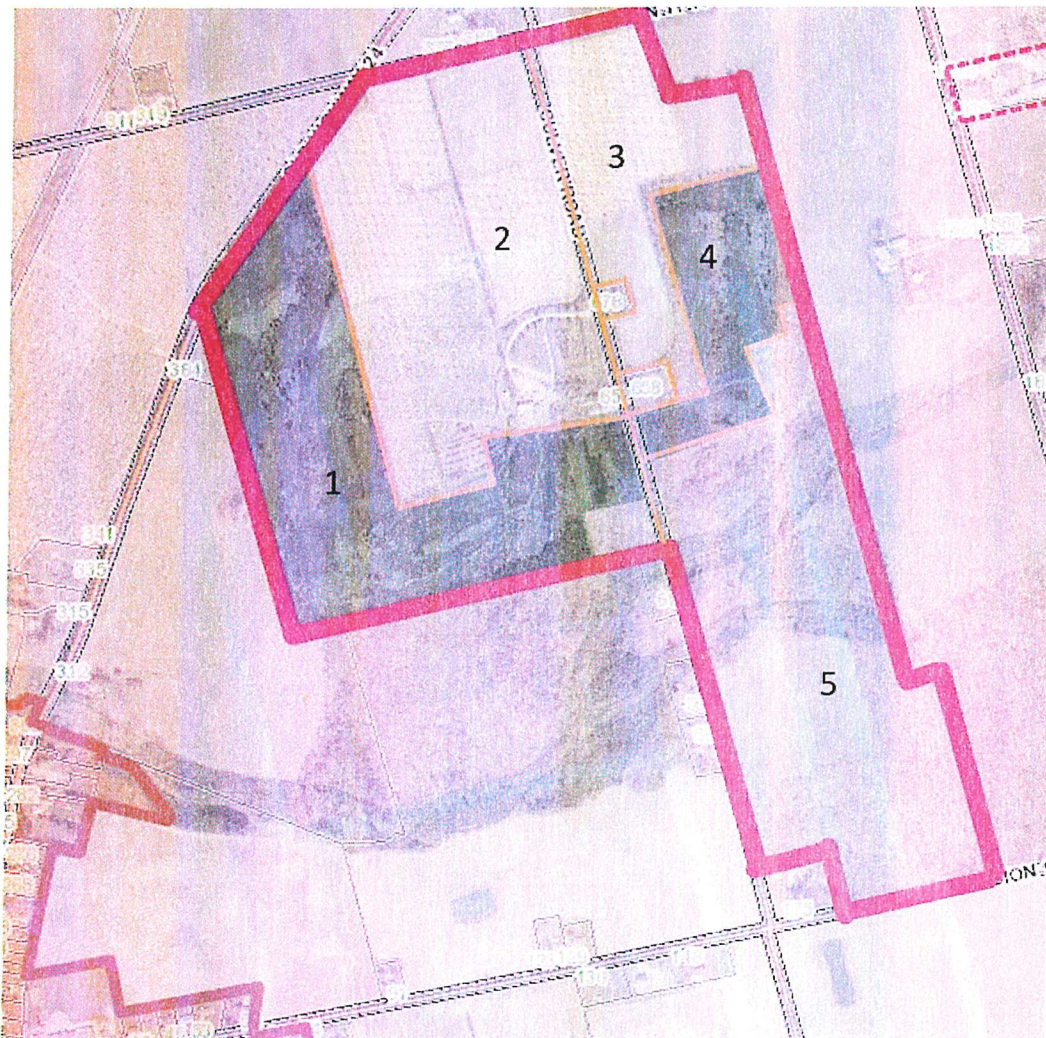
To recognize where development is most appropriate, the severed parcel comprising of Part Lots 1, 2, and 3 will have a residential building opportunity on the west side of Culver Road, and on the east, severed parcel that comprises of Part Lot 11 will have a residential building opportunity, restricting the remaining parcels from residential development.

Map 4 illustrates the proposed severance configurations in a simplified way. In this map, the parcel shown as Parcel 1 corresponds to Parts 1, 2, and 3 from the survey and represents the severed lands on the west side of Culver Road. The parcel shown as Parcel 2 corresponds to Parts 4, 5, and 6 from the survey and represents the retained lands on the west side, containing the existing dwelling, clubhouse, parking areas, and primary access for the golf course. The parcel shown as Parcel 3 corresponds to Parts 7, 8, and 9 from the survey, with part 8 being the buried telephone line easement, and represents the retained agricultural parcel on the east side of Culver Road. The parcel shown as Parcel 4 corresponds to Part 10 from the survey and represents a severed golf course parcel on the east side. Finally, the parcel shown as Parcel 5 corresponds to Part

11 from the survey. and represents the largest severed agricultural parcel on the east side. This configuration, as illustrated on Map 4, represents how the proposed lot configuration would be arranged following the severances. The golf course will continue to operate as a seasonal recreational use, while the retained and severed agricultural parcels will remain in active farm production. All parcels are currently serviced by private wells and septic systems, and access to each parcel will be maintained through the existing entrances from Culver Road.

The proposed severances and rezonings will formalize existing operational divisions, create appropriately sized and configured parcels for their intended uses, and address technical zoning deficiencies. The applications will maintain the agricultural character, recreational function, and environmental features of the lands, in keeping with the intent of the Norfolk County Zoning By-law and Official Plan.

Map 4: Proposed Severances



4.0 LAND USE PLANNING POLICY FRAMEWORK & ANALYSIS

The severance is reviewed under several policy and regulatory documents including:

- 1 – Provincial Planning Statement, 2024;
- 2 – Norfolk County Official Plan; and
- 3 – Norfolk County Zoning By-law 1-Z-2014.

A detailed land use planning policy framework and analysis is included below.

4.1 PROVINCIAL PLANNING STATEMENT, 2024 FRAMEWORK & ANALYSIS

The Provincial Planning Statement (PPS) is a consolidated statement of the government's interests and policies on land use planning in Ontario. It provides provincial policy direction for appropriate development and includes key land use planning topics that affect communities, such as building strong and healthy communities, the wise use and management of resources, and the protection of public health and safety. The PPS supports improved land use planning and management, which contributes to a more effective and efficient land use planning system.

The PPS is issued under Section 3 of the Planning Act, and according to the Act, all decisions affecting planning matters shall be consistent with the PPS. Municipalities are the primary decision-makers for local communities. They implement provincial policies through municipal official plans, zoning by-laws and planning-related decisions.

As per section 4.3.1 of the PPS, prime agricultural areas shall be protected for long-term use for agriculture. Prime agricultural areas are areas where prime agricultural lands predominate and includes Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the prime agricultural area.

As per section 4.3.2 of the PPS, in prime agricultural areas, agricultural uses are permitted. Furthermore, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected, and the creation of new lots shall comply with the minimum distance separation (MDS) formula.

The subject lands are considered prime agricultural lands in the PPS. "Prime agricultural lands" are defined in the PPS as *"specialty crop areas and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection."* The lands are also part of a "prime agricultural area", which is defined as *"areas where prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by a planning authority based on provincial guidance or informed by mapping obtained from the Ontario Ministry*

of Agriculture, Food and Agribusiness and the Ontario Ministry of Rural Affairs or any successor to those ministries.”

Policy 4.3.3.1 of the PPS states, “*Lot creation in prime agricultural areas is discouraged and may only be permitted for:*

- a) agricultural uses, provided that the lots are of a size appropriate for the type of agricultural use(s) common in the area and are sufficiently large to maintain flexibility for future changes in the type or size of agricultural operations;*
- b) agriculture-related uses, provided that any new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services;*
- c) one new residential lot per farm consolidation for a residence surplus to an agricultural operation, provided that:*
 - 1. the new lot will be limited to a minimum size needed to accommodate the use and appropriate sewage and water services; and*
 - 2. the planning authority ensures that new dwellings and additional residential units are prohibited on any remnant parcel of farmland created by the severance. The approach used to ensure that no new dwellings or additional residential units are permitted on the remnant parcel may be recommended by the Province, or based on municipal approaches that achieve the same objective; and*
- d) infrastructure, where the facility or corridor cannot be accommodated through the use of easements or rights-of-way.”*

The retained lands on the east side of Culver Road are currently in active agricultural production and will remain in agricultural use following the proposed severance. No buildings or infrastructure are proposed on the retained parcels as part of this application, and its size and configuration will continue to support a viable farming operation. The agricultural lands are already divided by roads, golf course and adjacent farm. The proposed severances do not further split up a farming operation given this unique situation.

Further, Section 2.1.3.1 of the PPS permits lot adjustments in prime agricultural areas for legal or technical reasons, provided the lots are of an appropriate size for the type of agricultural use common in the area. In this case, the retained lands will continue to be used for farming and will maintain appropriate access, shape, and size to ensure continued agricultural viability. As such, the proposal maintains the intent of the PPS to support a strong and sustainable agricultural system across Ontario.

4.2 NORFOLK COUNTY OFFICIAL PLAN FRAMEWORK & ANALYSIS

The Norfolk County Official Plan (NCOP) is the local municipal planning policy document that describes how land in Norfolk County should be used. It is prepared with input from the community and helps manage growth and development within the County until 2036.

The NCOP provides a policy framework to guide economic, environmental and social decisions that have implications for the use of land.

The purpose of the NCOP is to provide an overall policy framework establishing clear development principles and policies including land use designations to:

- promote orderly growth and development;
- provide guidance to Council;
- ensure the financial sustainability of the County;
- establish goals and objectives to provide appropriate services;
- respond to population and economic change;
- implement monitoring, review and updates to policy as per new provincial interests; and
- assist in co-ordinating and integrating planning activities with cross-jurisdictional implications including:
 - ecosystem,
 - shoreline and watershed planning;
 - natural heritage planning;
 - management of resources;
 - transportation and infrastructure planning;
 - regional economic development;
 - cultural heritage planning,
 - air and water quality monitoring; and
 - waste management.

The subject lands are designated “Agricultural”, “Hazard Lands” and “Parks & Open Space” in the NCOP. Section 7.2 of the OP dictates the policies of the Agricultural designation.

As stated in Section 7.2, the objective of the designation is to strengthen the agricultural community by preventing the intrusion of incompatible land uses and by supporting flexible lot arrangements that protect the viability of agricultural operations over time.

Section 7.2.1(a) permits a broad range of agricultural uses, including the growing of crops and the raising of livestock. The retained parcels are currently used for active farm production and will continue to operate in that capacity following the severances, thereby remaining consistent with the permitted uses in the Agricultural designation.

Section 7.2.3(a)(i) permits lot adjustments for agricultural uses, including agriculturally related boundary adjustments and parcel restructuring, provided no new non-agricultural lots are created. The proposed severance meets this intent by maintaining the agricultural function of the retained lands and ensuring that the golf course use, although permitted in the Parks & Open Space designation, is separated from the agricultural use for estate and operational planning purposes.

Further, Section 7.2.4(a) encourages the assembly and disassembly of agricultural parcels, provided that the resulting lots remain viable for agricultural use and are of a size appropriate for the types of agriculture practiced in the region. While the retained agricultural parcels may not meet the general 40-hectare standard outlined in Section 7.2.4(b), the continued agricultural use and functional configuration of the retained parcel support the flexibility envisioned in the Official Plan. As permitted under Section 7.2.4(b), a minor deviation from the minimum farm size may be approved through a Zoning By-law Amendment, provided the retained lands remain sufficiently large to permit a viable and adaptable farming operation.

Section 7.3 of the OP provides the policy framework for lands designated Hazard Lands. The intent of the designation is to protect life and property by respecting natural and human-made hazards and constraints in land use development. New development should only take place in areas which are not susceptible to hazards. The Hazard Lands Designation comprises three principal hazards (riverine hazards, shoreline hazards and other hazards). Permitted uses include those that were legally established on the date of the adoption of the Plan, agricultural and related uses, excluding buildings and structures, forestry, conservation, floor and erosion control structures. A limited number of other uses are permitted provided that the use will not pose additional risk to life or property and that the requirements of the Long Point Region Conservation Authority are satisfied. The lands designated Hazard Lands contain a woodlot and river and are located on the east side of Culver Road. No new uses, buildings or structures are proposed on these lands.

This is a unique situation, where the existing agricultural land is surrounded by either roads or a golf course. The existing uses of the subject lands already divide the agricultural lands. The severance proposals do not impact the existing or future farming operation of the subject lands. The existing farm is already a viable farming operation and would not be impacted by a severance. The farmland is intended to continue to be farmed. The subject lands are eligible for farming business registration under the Farm Registration and Farm Organizations Funding Act and are eligible for the Farm Property Class Tax Rate Program. The Owners also own other farm parcels in the County that help support the overall farming operation. The proposed lots are a suitable size as they are already farmed and are proposed to continue to be farmed. The golf course already provides a physical delineation between the agricultural lands and adjacent agricultural lands owned by others.

4.3 NORFOLK COUNTY ZONING BY-LAW, 1-Z-2014 FRAMEWORK & ANALYSIS

The Norfolk County Zoning By-law 1-Z-2014 (NCZB) is a regulatory document that controls the land in Norfolk County in terms of compatibility, character and appearance, and implements the NCOP. The NCZB identifies that no land, building or structures shall be used, erected, altered or occupied except in conformity with the provisions of the NCZB.

The current zoning of the subject lands is Agricultural (A), Hazard Lands (HL) and Parks & Open Space (OS) in the NCZB (as shown on Map 3 above). The Agricultural Zone permits a wide range of agricultural uses, including the growing of crops, farm operations, and associated accessory uses such as farm buildings, farm produce outlets, and on-farm diversified uses. Single detached dwellings and accessory residential dwelling units are also permitted. Key zone provisions include a minimum lot area of 40 hectares, a minimum lot frontage of 30 metres, and various yard and separation requirements to ensure compatibility between farm and non-farm uses.

The Hazard Lands zone permits farming, excluding any buildings, dock, pier or wharf, parking lot accessory to a permitted use in an adjacent zone and public park, provided there are no buildings except buildings used as an open pavilion for sanitary facilities or change houses for bathers. The lands zoned HL are located on the east side of Culver Road and contain a woodlot and a river. No buildings are proposed within the HL zone or on any part of the subject lands.

The Parks & Open Space Zone permits a variety of recreational and open space uses, including golf courses, clubhouses, and accessory facilities such as parking areas. The intent of the OS zone is to protect lands used for active and passive recreation while accommodating accessory structures and amenities that support these uses.

The existing buildings and uses on the subject lands comply with the permitted uses and built form regulations of the applicable zones. The agricultural parcels are actively farmed consistent with the A zone permissions. The proposed severances do not introduce any new non-permitted uses or new buildings that would conflict with the zoning provisions.

However, due to the size and configuration of the proposed severed and retained agricultural parcels, three of the new parcels will not meet the minimum lot area requirement of 40 hectares under the Agricultural (A) Zone. In addition, two of these parcels currently permit a dwelling as-of-right. The proposed Zoning By-law Amendments will remove the dwelling permission on these parcels to ensure that no additional residential building opportunities are introduced beyond those already permitted. The parcel containing Part Lots 4, 5, and 6 will require an amendment for a minimum lot area deficiency. The parcel containing Parts 7, 8, and 9 will require an amendment to address the minimum lot area deficiency and remove a dwelling as a permitted use. The parcel containing Part Lot 11 will require an amendment for a minimum lot area deficiency.

The requested site-specific zoning amendments are technical in nature and are intended to bring the resulting parcels into conformity with the Zoning By-law while recognizing their ongoing agricultural or recreational function. The proposed lot configurations will continue to support viable agricultural operations and the long-term operation of the golf course.

5. CONCLUSION

It is my professional opinion that the severance applications and associated Zoning By-law Amendments to facilitate the severance of golf course and agricultural lands represents good planning and should be approved, as the planning justification has confirmed:

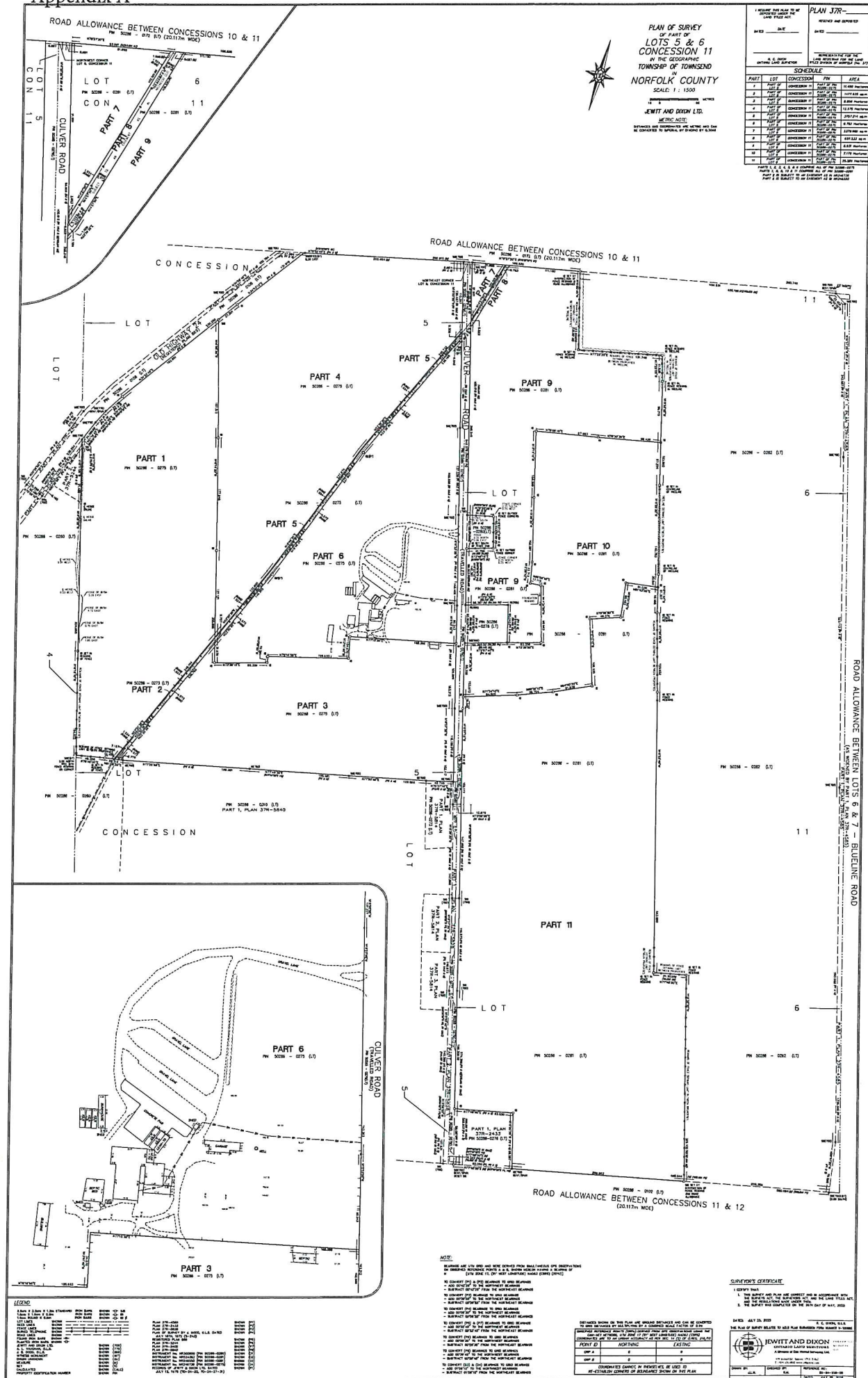
1. Consistency with the *Provincial Planning Statement*;
2. Conformity to the *Norfolk County Official Plan*; and
3. Conformity to the *Norfolk County Zoning By-law*.

We respectfully request the timely consideration of this application. Please do not hesitate to contact the undersigned should you have any questions related to this application.

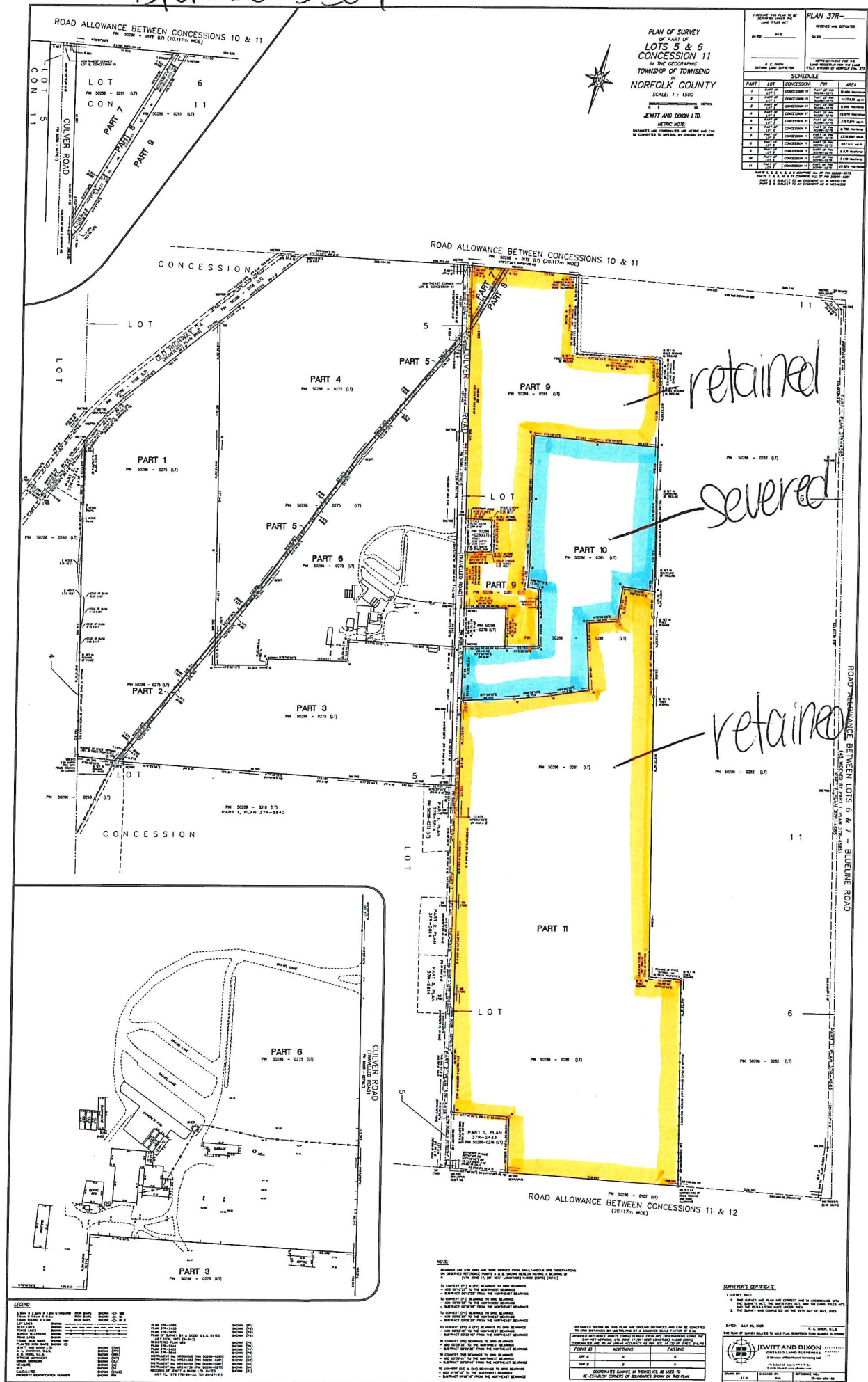
Prepared and submitted by:

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

Appendix A

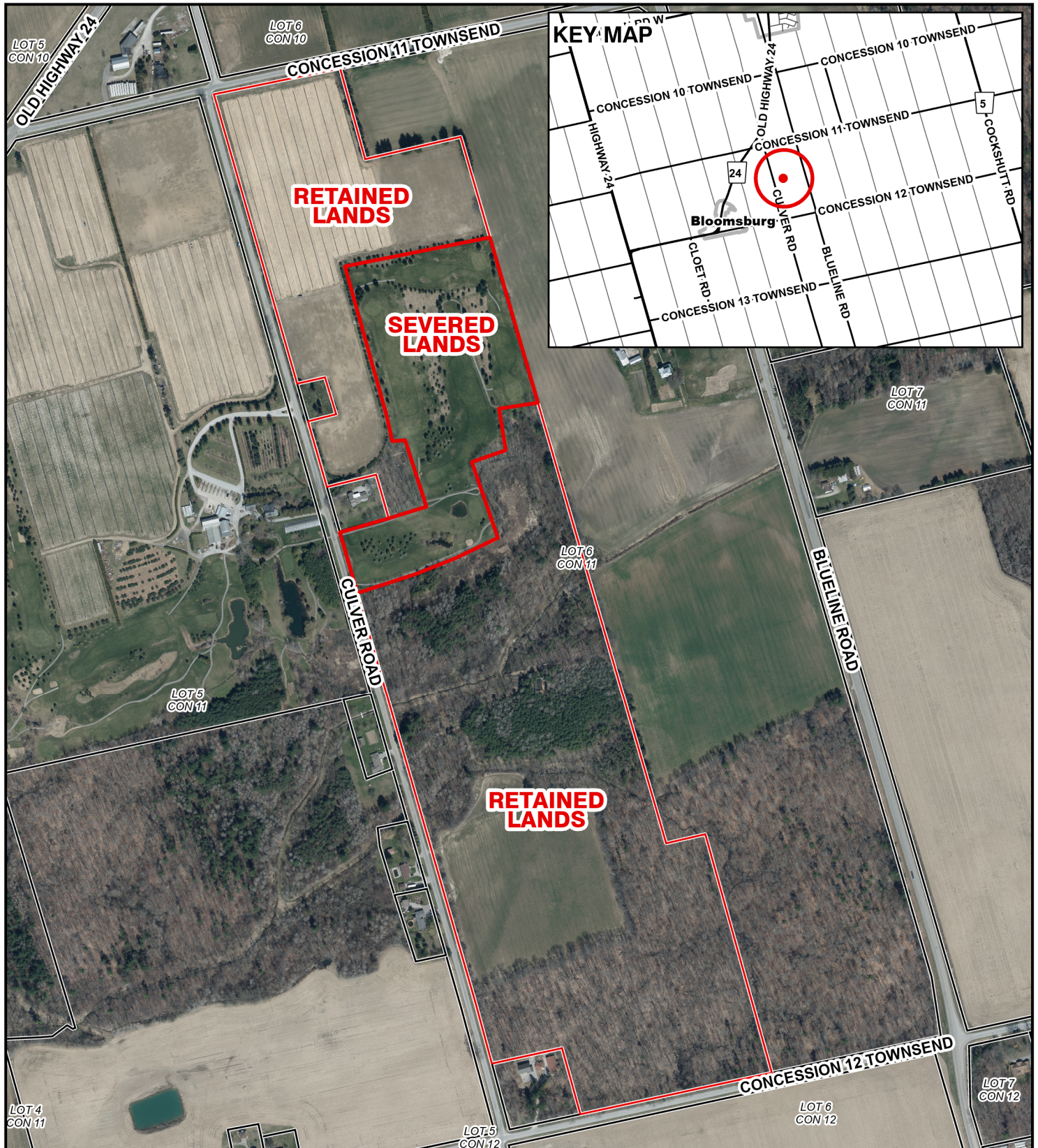


BNPL2025304



CONTEXT MAP

Geographic Township of TOWNSEND

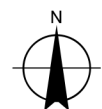


Legend

- Subject Lands
- Lands Owned

2020 Air Photo

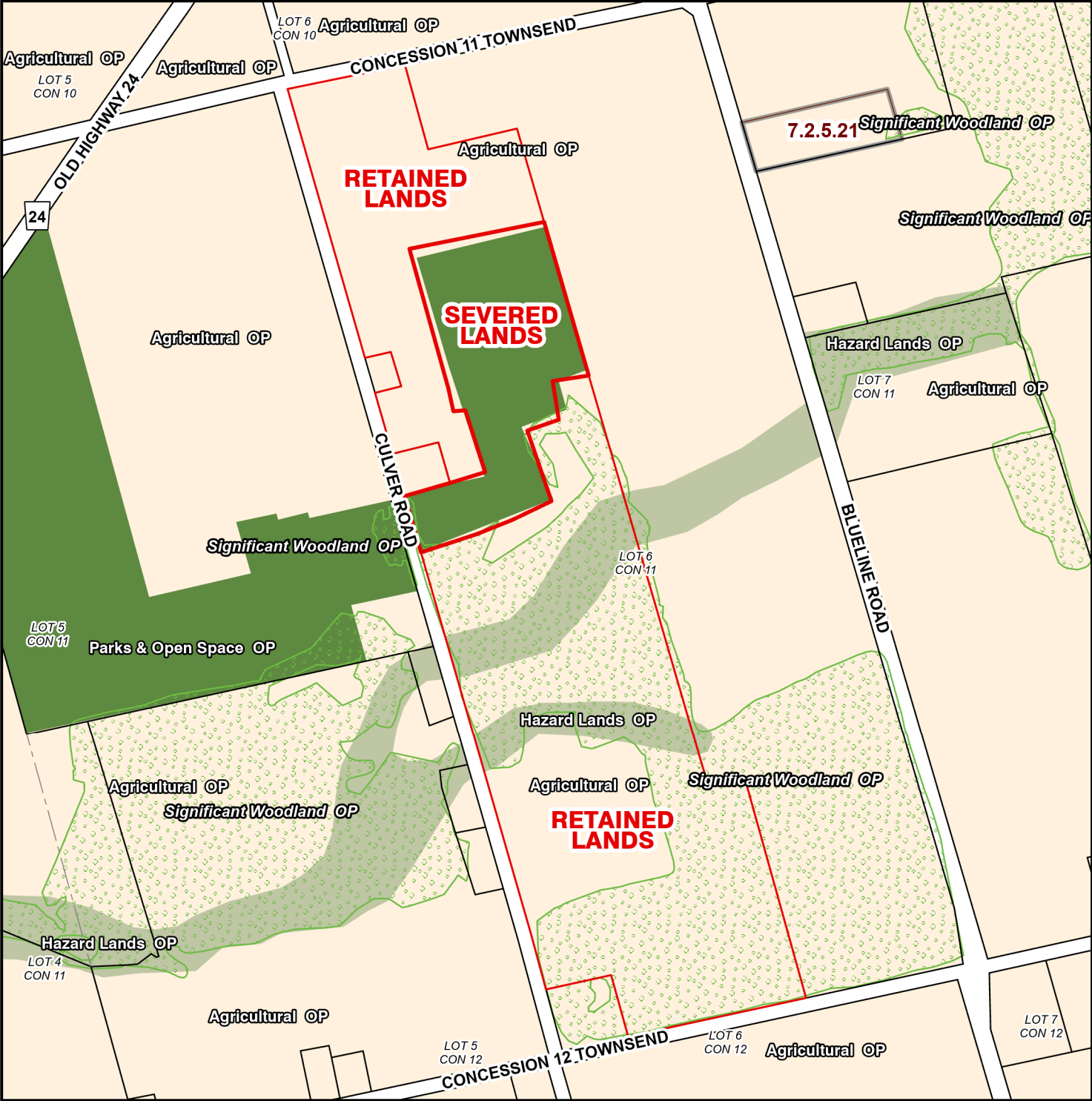
10/14/2025



50 25 0 50 100 150 200 Meters

MAP B
OFFICIAL PLAN MAP
Geographic Township of TOWNSEND

BNPL2025304



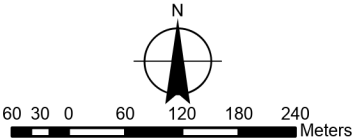
Legend

- Subject Lands
- Lands Owned

Official Plan Designations

- Agricultural
- Hazard Lands
- Parks & Open Space
- Significant Woodland

10/14/2025

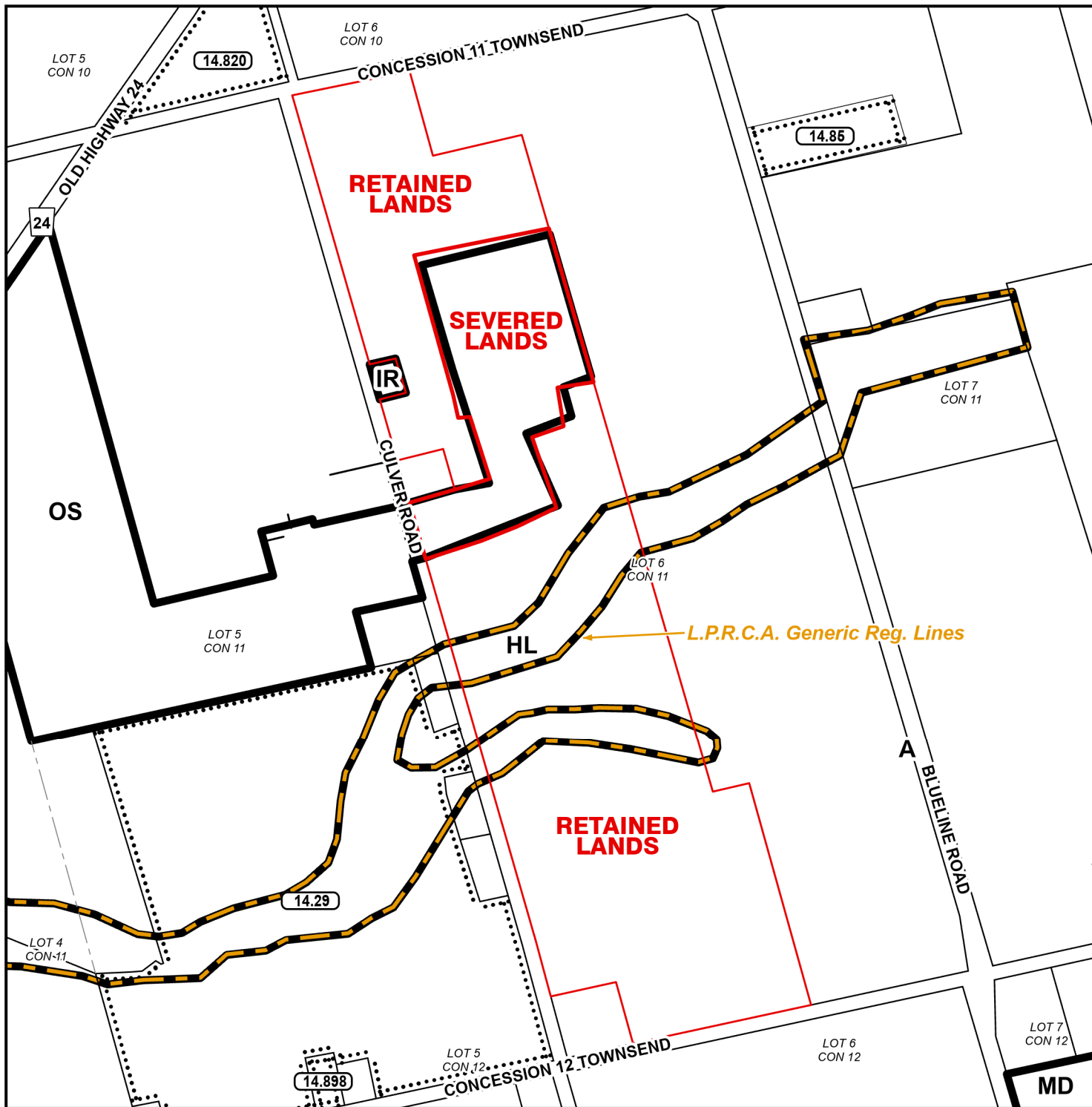


MAP C

ZONING BY-LAW MAP

Geographic Township of TOWNSEND

BNPL2025304



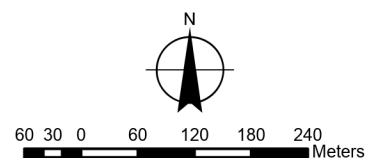
LEGEND

- Subject Lands
- Lands Owned
- LPRCA Generic RegLines

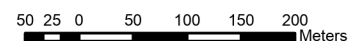
ZONING BY-LAW 1-Z-2014

10/14/2025

- (H) - Holding
- A - Agricultural Zone
- MD - Disposal Industrial Zone
- HL - Hazard Land Zone
- OS - Open Space Zone
- IR - Rural Institutional Zone



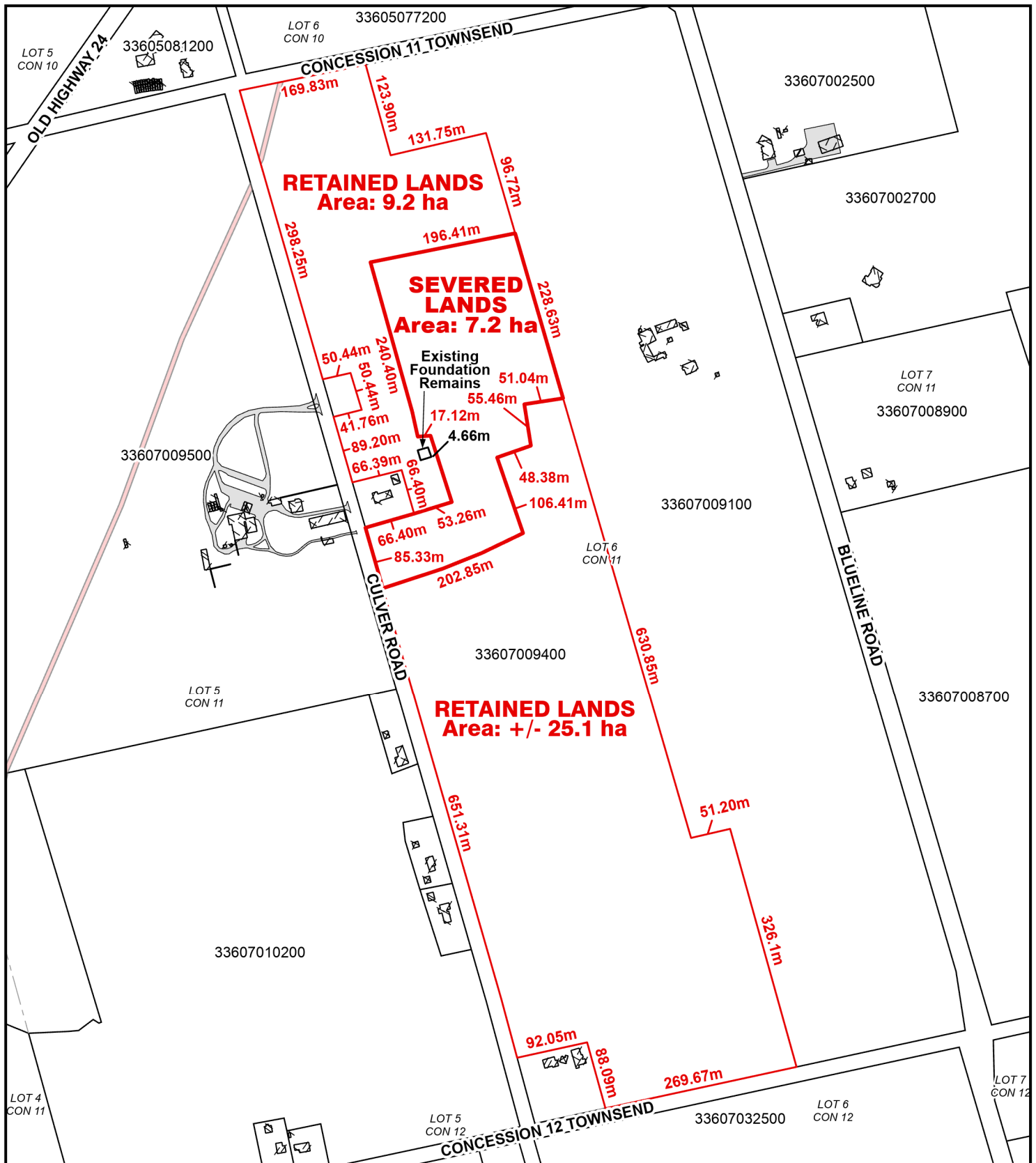
Geographic Township of TOWNSEND



BNPL2025304

CONCEPTUAL PLAN

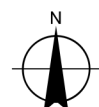
Geographic Township of TOWNSEND



Legend

 Subject Lands  Easement
 Lands Owned

10/14/2025



A scale bar with markings at 50, 25, 0, 50, 100, 150, and 200 meters.