



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
- Surplus Farm Dwelling Consent/Severance
- Boundary Adjustment/Land Conveyance
- Easement/Right-of-Way Severance

Property Assessment Roll Number: 33 10 491 016 01500 0000

A. Applicant Information

Name of Owner McElhone Ginseng Inc. c/o Jason McElhone

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 283 Windham Road 7

Town and Postal Code La Salette, Ontario N0E 1H0

Phone Number _____

Cell Number 519-429-5973

Email jlmcelhone@hotmail.com

Name of Authorized Applicant Same as owner

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____



Name of Authorized Agent Brimage Law Group - Nathan Kolomaya

Address 21 Norfolk Street North

Town and Postal Code Simcoe, Ontario N3Y 4L1

Phone Number 519-426-5840

Cell Number _____

Email nkolomaya@brimage.com

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:

Canadian Imperial Bank of Commerce - 172 Main Street, Delhi, Ontario N4B 2L9

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 LOT 19-20, CONCESSION 7 WINDHAM AS IN NR501506 EXCEPT PART 1 37R5790, PARTS 1 & 2, 37R11217; NORFOLK COUNTY

Municipal Civic Address: 396 Windham Road 7

Land acquisition date (if known): _____

Present Official Plan Designation(s): Agricultural, HL, PSW

Present Zoning: Agricultural, HL, PSW

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

Yes No

If yes, please specify:

14.29

3. Present use of the subject lands:

Agricultural



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	Retained lot
Number of Existing Buildings/Structures	NIL	3
Number of Storey(s) for Existing Buildings/Structures	NIL	1
Number of Proposed Buildings/Structures	NIL	NIL
Number of Storey(s) for Proposed Buildings/Structures	NIL	NIL
Number of Dwelling Units per lot	NIL	NIL

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:

Agricultural and single-family residential

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:



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

	Zoning By-law Requirement	Proposed	
		Severed lot	Retained lot
Lot area (sq.m.)	40ha	14.7ha	60.3ha
Lot frontage (m)	30m	593m (Windham West Quarter Line)	313m (Windham Road 7)
Lot depth (m)			
Front Yard Setback (m)			
Left Side Yard Setback (m)			
Right Side Yard Setback (m)			
Rear Yard Setback (m)			
Exterior side yard (if applicable) (m)			
Height (m)			
Lot coverage (%)			
Number of parking spaces			

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 N/A

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



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

Width (m)	N/A	_____	_____
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: N/A _____

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:

Vacant land severance

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: Vacant land severance



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

- Municipal piped water
- Individual wells
- Communal wells
- Other (describe below)

N/A

Sewage Treatment

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

N/A

Storm Drainage

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

Existing or proposed access to subject lands:

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

Name of road/street:

Windham West Quarter Line Road

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.



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

2026/03/02

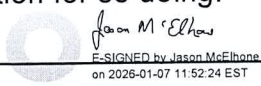
Date

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 Jason McElhone, A.S.O., McElhone Ginseng Inc. am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Brimage Law Group - Nathan Kolomaya 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.


E-SIGNED by Jason McElhone
on 2026-01-07 11:52:24 EST

Owner

2026/01/07

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, Nathan Kolomaya of Norfolk County, Province of Ontario

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

Owner/Applicant/Agent Signature

In the Province of Ontario

This 2nd day of March

A.D., 2026

A Commissioner, etc.

WATER'S EDGE COORDINATE TABLE

PT#	NORTHING	EASTING	PT#	NORTHING	EASTING
1	4751344.70	543188.20	35	4751027.04	543047.44
2	4751343.86	543187.47	36	4750986.72	543075.72
3	4751339.01	543179.81	37	4750973.29	543077.44
4	4751331.14	543158.14	38	4750955.61	543065.96
5	4751327.42	543150.72	39	4750952.50	543052.11
6	4751318.94	543141.12	40	4750953.16	543037.23
7	4751309.71	543150.17	41	4750953.07	543032.73
8	4751277.68	543192.43	42	4750946.79	543025.42
9	4751274.06	543202.99	43	4750924.02	543028.78
10	4751265.88	543209.67	44	4750879.32	543069.74
11	4751254.76	543209.91	45	4750844.06	543070.01
12	4751243.43	543215.14	46	4750825.22	543061.84
13	4751227.23	543209.79	47	4750805.69	543033.53
14	4751217.33	543198.37	48	4750797.30	543026.74
15	4751213.20	543187.22	49	4750784.49	543034.11
16	4751205.56	543171.73	50	4750777.94	543039.45
17	4751202.80	543170.70	51	4750779.07	543065.22
18	4751189.76	543179.15	52	4750788.01	543095.62
19	4751165.82	543181.85	53	4750783.02	543116.65
20	4751159.30	543154.07	54	4750766.54	543123.54
21	4751154.49	543130.91	55	4750740.94	543116.74
22	4751145.60	543087.69	56	4750719.66	543102.01
23	4751158.32	543055.85	57	4750715.05	543084.66
24	4751167.30	543036.76	58	4750711.07	543077.19
25	4751169.72	543019.17	59	4750705.31	543060.95
26	4751159.58	543007.49	60	4750687.28	543036.65
27	4751100.80	542986.63	61	4750686.04	543024.55
28	4751083.86	542998.14	62	4750683.55	542991.86
29	4751046.12	542988.39	63	4750653.00	542932.40
30	4751035.04	543000.82	64	4750643.34	542923.49
31	4751024.56	543012.45	65	4750635.98	542923.71
32	4751023.45	543018.63	66	4750611.33	542928.99
33	4751030.07	543021.99	67	4750607.91	542928.05
34	4751031.22	543028.02	68	4750603.22	542926.74

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT.

PLAN 37R-

RECEIVED AND DEPOSITED

DATED DECEMBER 1, 2025

DATED _____

R. C. DIXON
ONTARIO LAND SURVEYOR

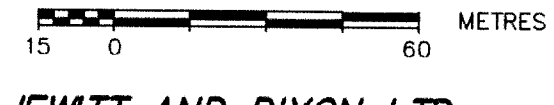
REPRESENTATIVE FOR THE LAND REGISTRAR FOR THE LAND TITLES DIVISION OF NORFOLK (No. 37)

SCHEDULE

PART	LOT	CONCESSION	PIN
1	PART OF LOT 19	CONCESSION 7	PART OF PIN 50174-0365

PLAN OF SURVEY
OF PART OF
LOT 19
CONCESSION 7
IN THE GEOGRAPHIC
TOWNSHIP OF WINDHAM
IN
NORFOLK COUNTY

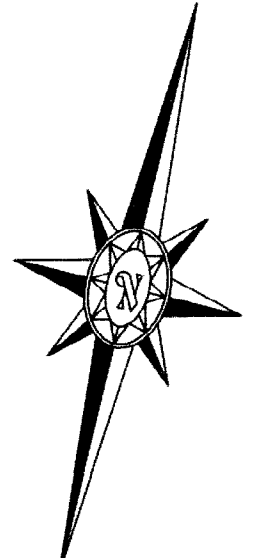
SCALE: 1 : 1500



JEWITT AND DIXON LTD.

METRIC NOTE:

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



LOT

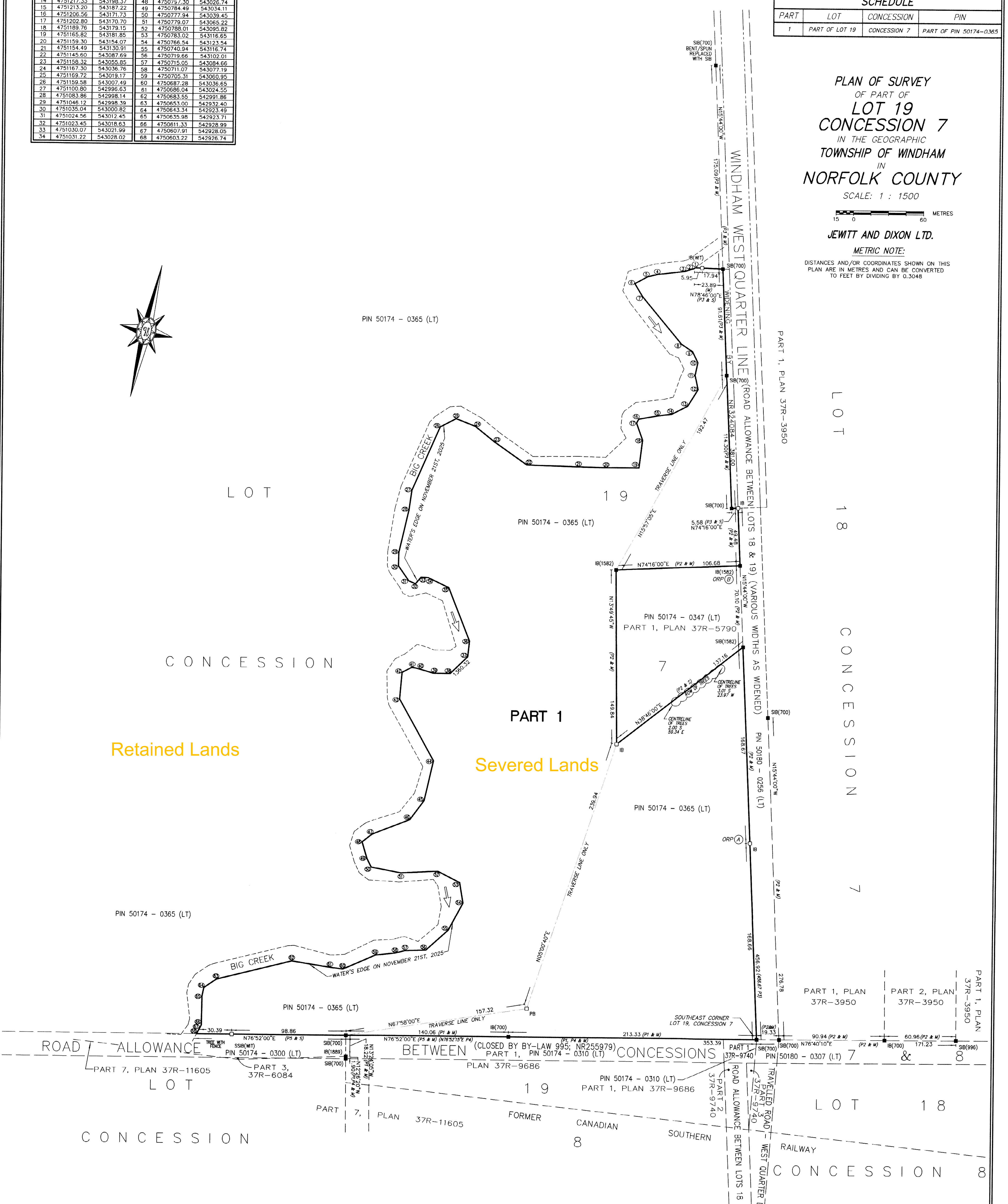
CONCESSION

Retained Lands

Severed Lands

PART 1

LOT 18
CONCESSION 7



NOTE:
BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B BY REAL TIME NETWORK (RTK) OBSERVATIONS UTM ZONE 17, NAD83(CSRS)(2010.0)
FOR BEARING COMPARISONS, A ROTATION OF 0°06'40\"/>

LEGEND

2.5cm X 2.5cm X 1.2m STANDARD IRON BARS	SHOWN	IB
2.5cm X 2.5cm X 0.6m IRON BARS	SHOWN	SSIB
PLASTIC BAR	SHOWN	PB
1.6cm X 1.6cm X 0.6m IRON BARS	SHOWN	IB
1.6cm ROUND X 0.6m IRON BARS	SHOWN	IB Ø
LOT LINES	SHOWN	- - - - -
DEED LINES	SHOWN	— — — — —
FENCE LINES	SHOWN	- X - X - X - X -
TRAVERSE LINES	SHOWN	— — — — —
ROAD LINES	SHOWN	— — — — —
FOUND IRON BARS	SHOWN	■
PLANTED IRON BARS	SHOWN	□

OBSERVED REFERENCE POINTS (ORPs) DERIVED FROM GPS OBSERVATIONS USING THE CAN-NET NETWORK, UTM ZONE 17 (81° WEST LONGITUDE) NAD83 (CSRS) (2010) COORDINATES ARE TO AN URBAN ACCURACY AS PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
ORP(A)	4750875.17	543391.03
ORP(B)	4751104.91	543286.32

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS ACT, AND THE LAND TITLES ACT, AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE 21ST DAY OF NOVEMBER, 2025

DATED: DECEMBER 2, 2025

R. C. DIXON, O.L.S.

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-119899

JEWITT AND DIXON
ONTARIO LAND SURVEYORS
A Division of Kim Husted Surveying Ltd.

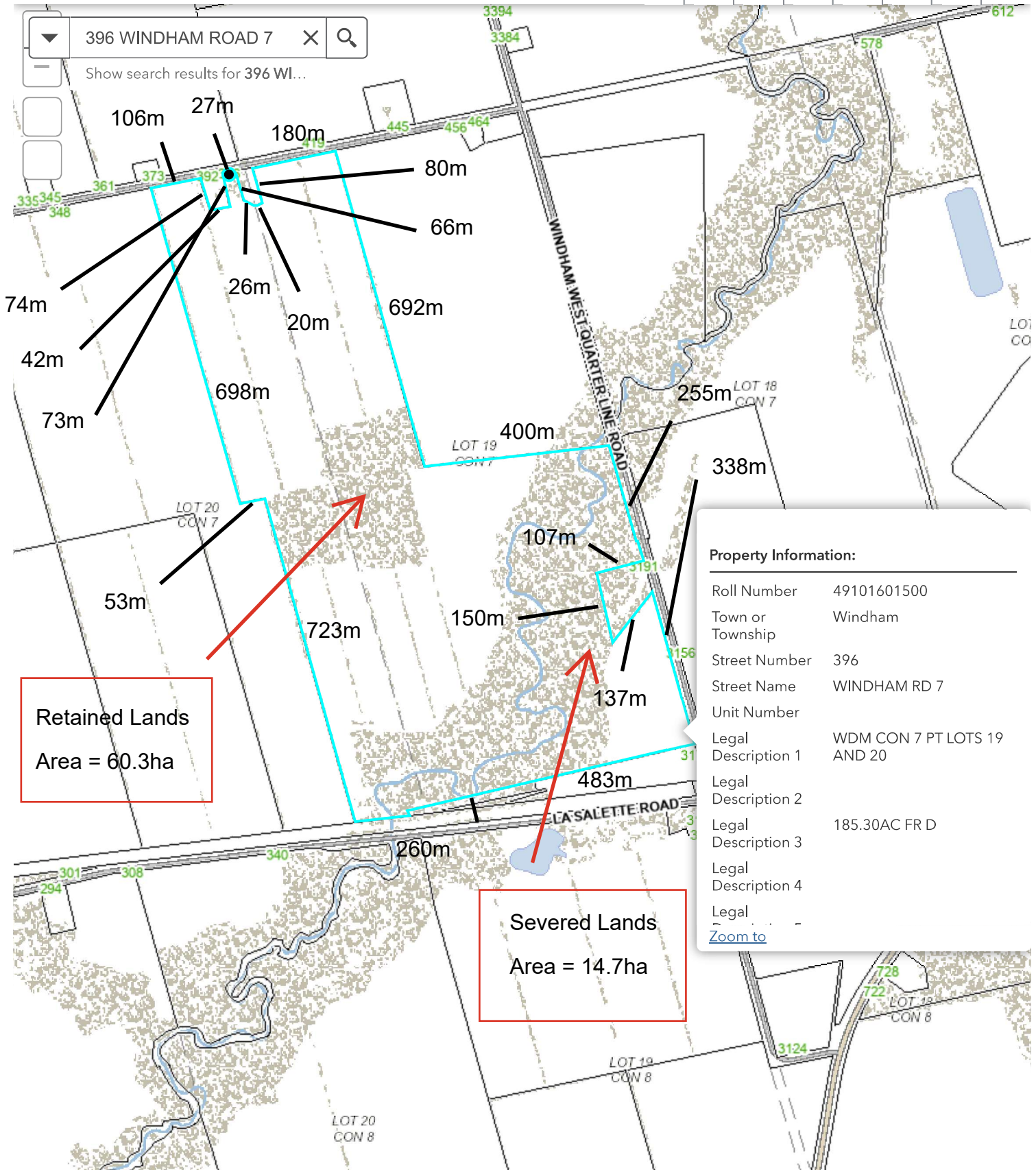
480 Ireland Rd., Simcoe, ON N3Y 4K2
T: (519) 426-0842 www.jdbams.com

DRAWN BY: J.L.M.	CHECKED BY: K.H.	REFERENCE NO.: 25-54-436-00
		DATED: DECEMBER 2, 2025



396 WINDHAM ROAD 7

Show search results for 396 WI...



Retained Lands
Area = 60.3ha

Severed Lands
Area = 14.7ha

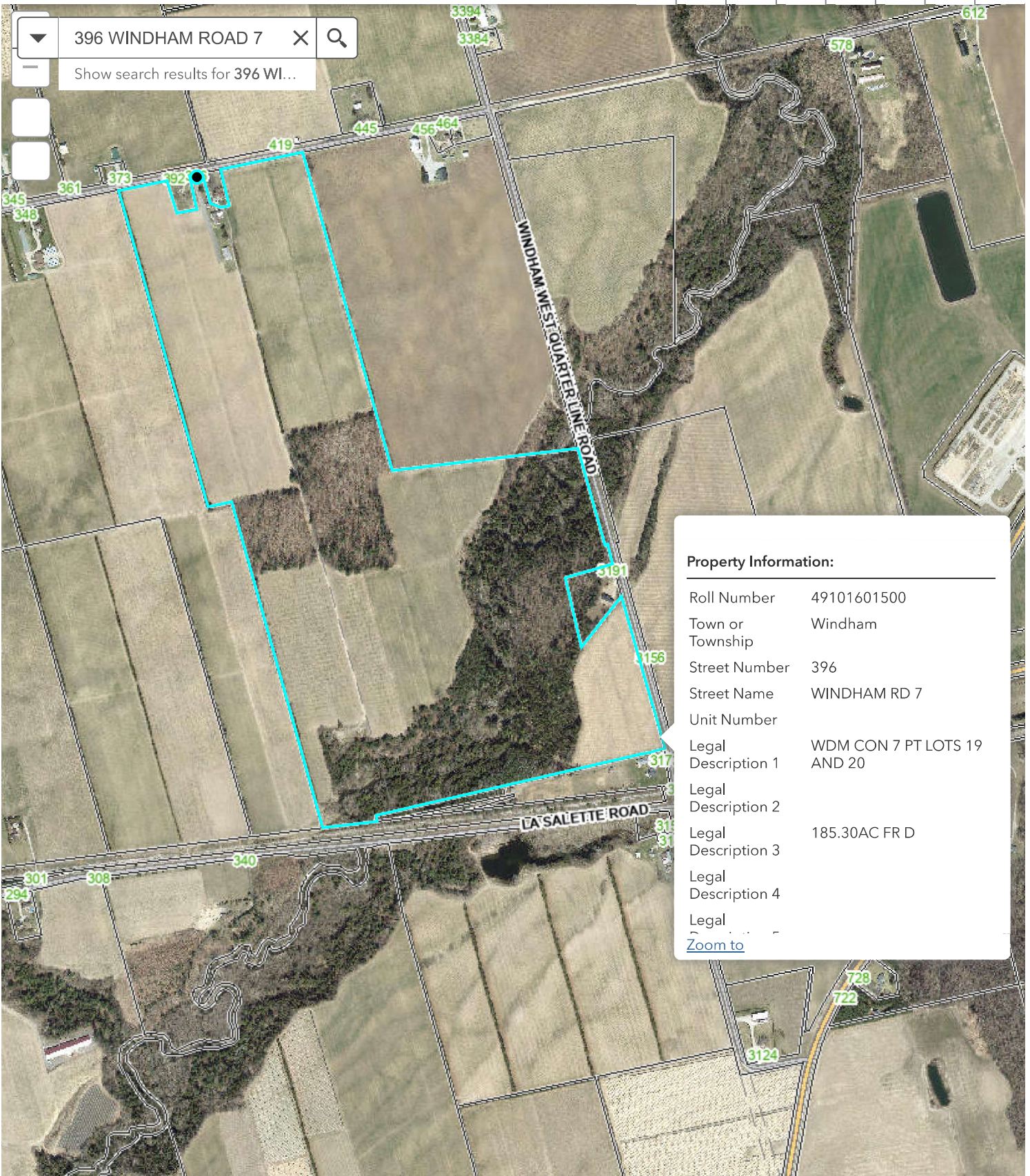
Property Information:

Roll Number	49101601500
Town or Township	Windham
Street Number	396
Street Name	WINDHAM RD 7
Unit Number	
Legal Description 1	WDM CON 7 PT LOTS 19 AND 20
Legal Description 2	
Legal Description 3	185.30AC FR D
Legal Description 4	
Legal	
Zoom to	

App State
Click to restore the map extent and layers visibility where you left off.

0.3km

544,956.711 4,750,999.263 Meters



▼ 396 WINDHAM ROAD 7 X Q

Show search results for 396 WI...

Property Information:

Roll Number	49101601500
Town or Township	Windham
Street Number	396
Street Name	WINDHAM RD 7
Unit Number	
Legal Description 1	WDM CON 7 PT LOTS 19 AND 20
Legal Description 2	
Legal Description 3	185.30AC FR D
Legal Description 4	
Legal Description 5	

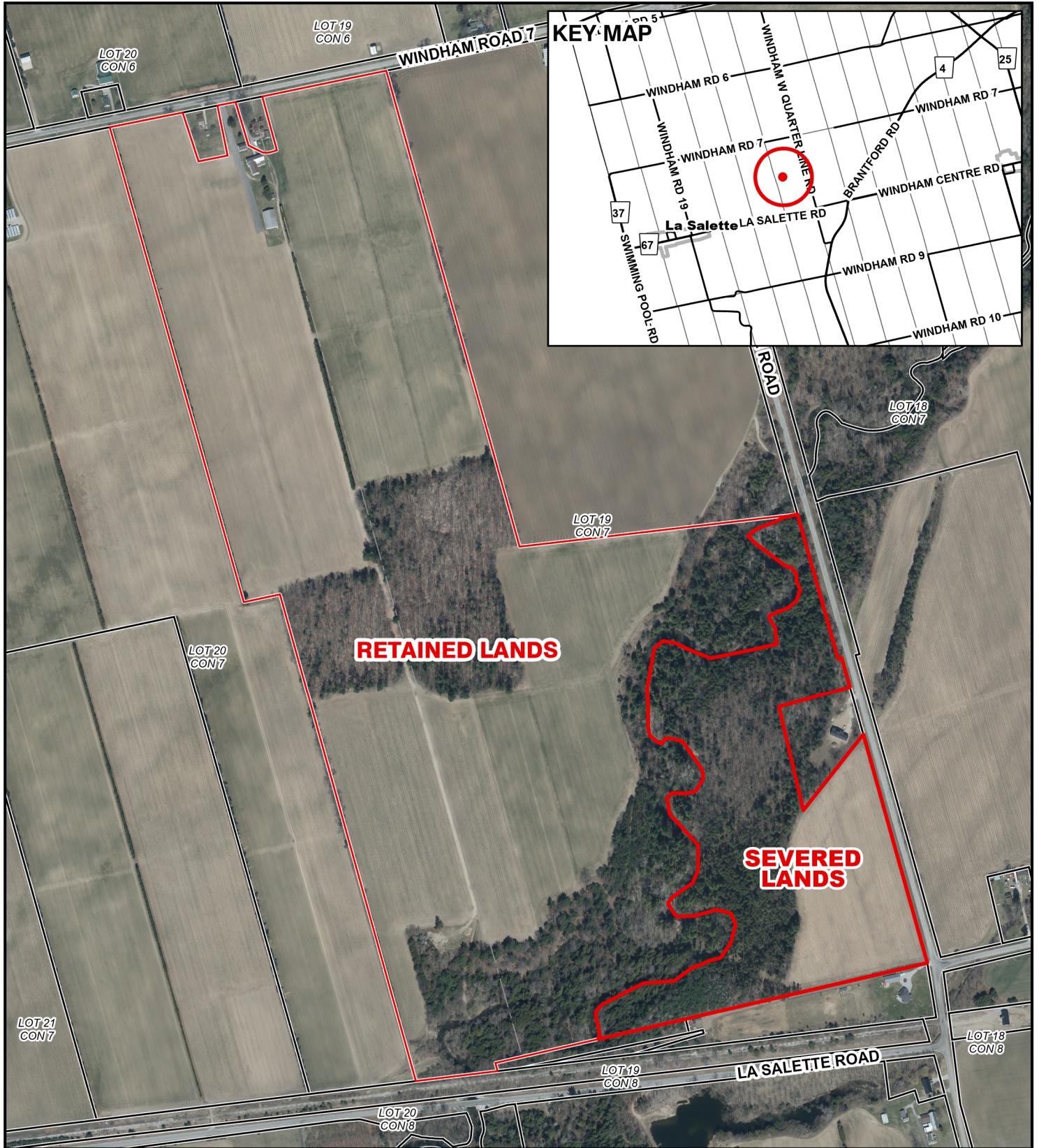
[Zoom to](#)

0.3km

544,615.912 4,751,033.741 Meters

App State

Click to restore the map extent and layers visibility where you left off.

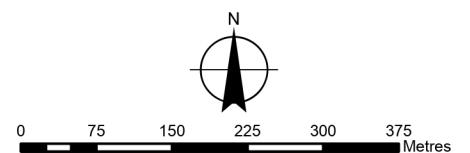


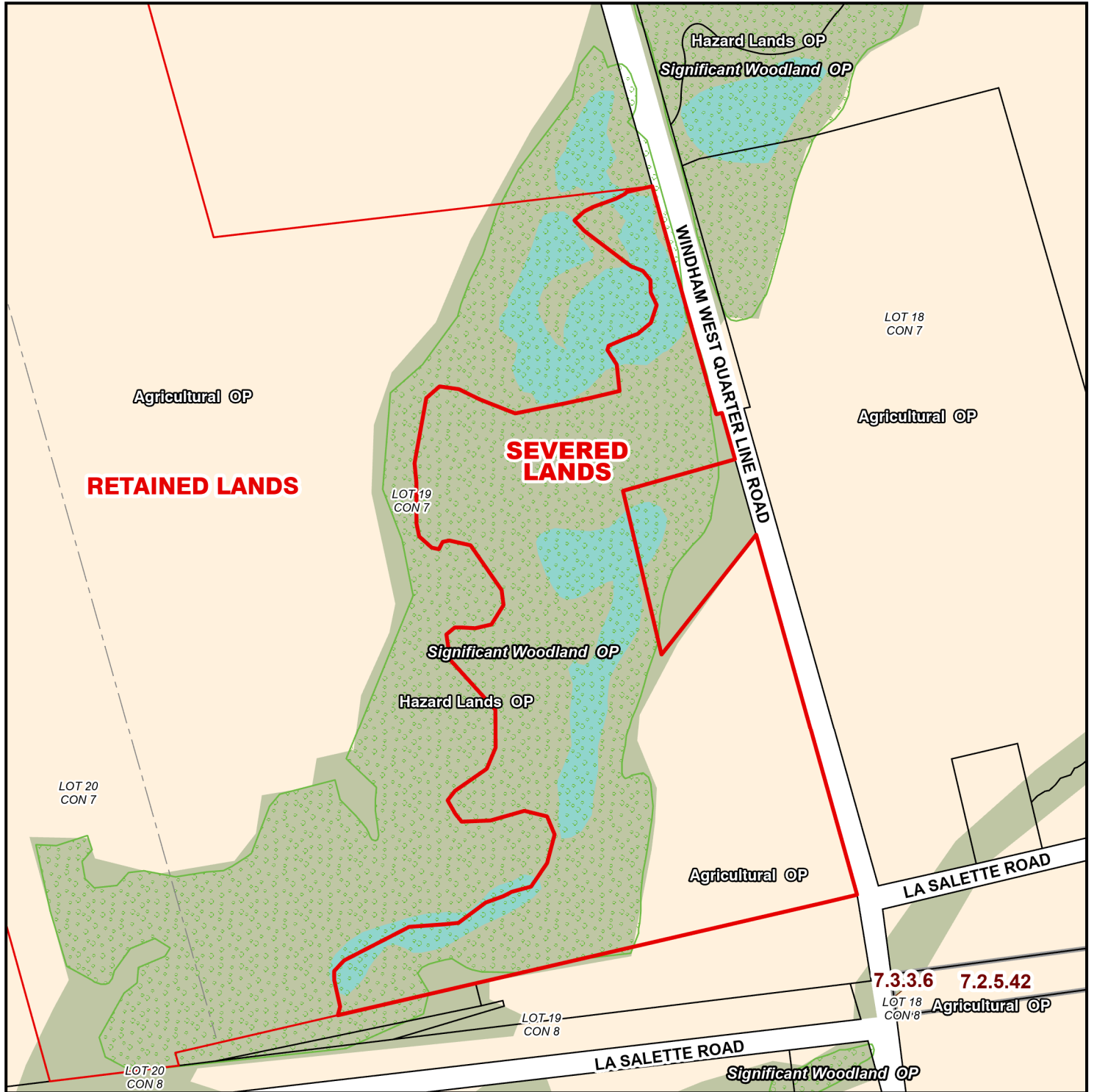
Legend

- Subject Lands
- Lands Owned

4/7/2026

2020 Air Photo





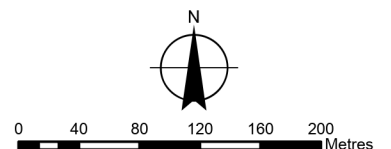
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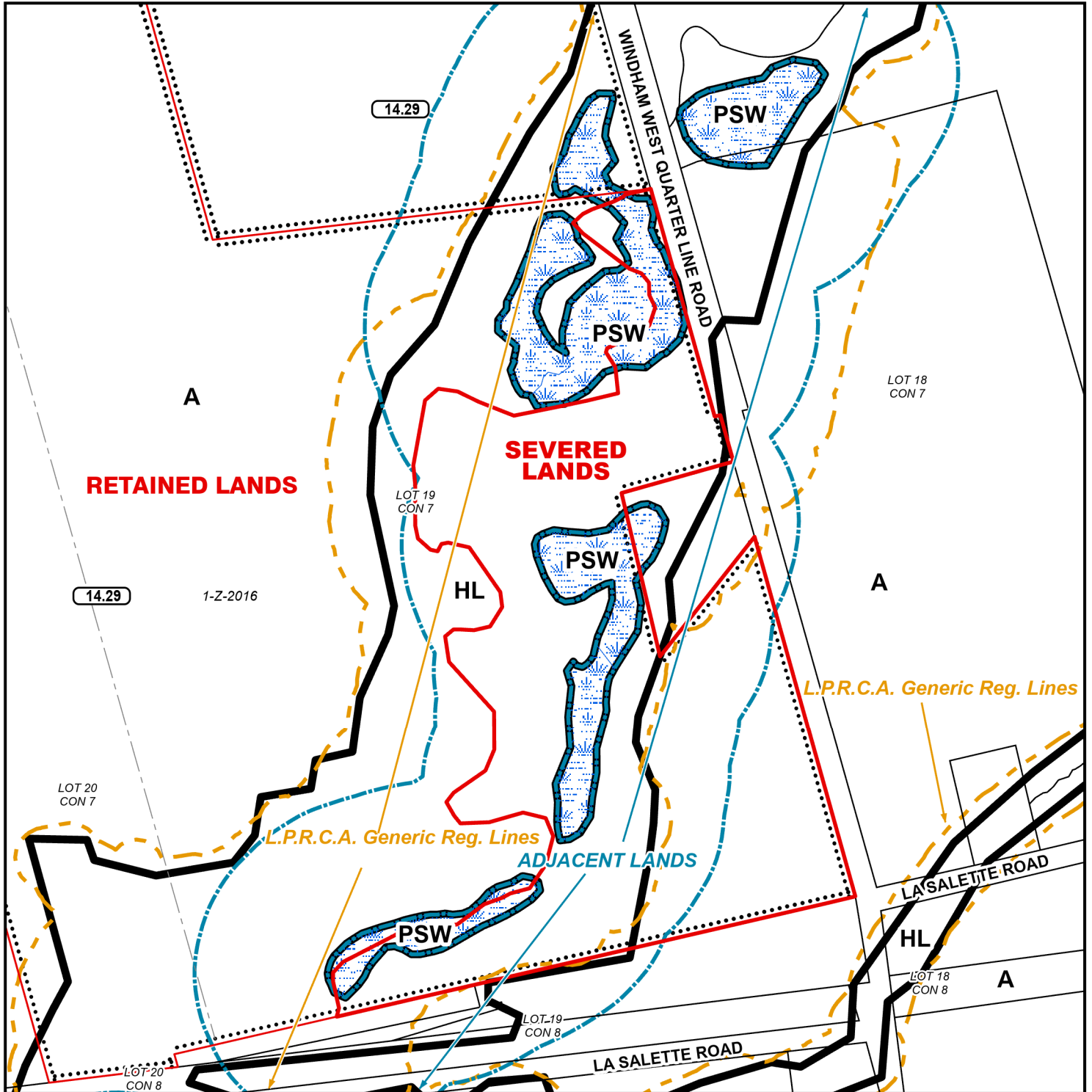
- Subject Lands
- Lands Owned

Official Plan Designations

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

4/7/2026





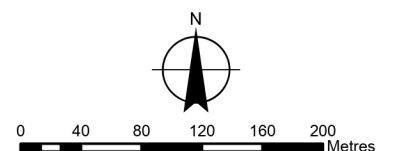
LEGEND

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

ZONING BY-LAW 1-Z-2014

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

4/7/2026



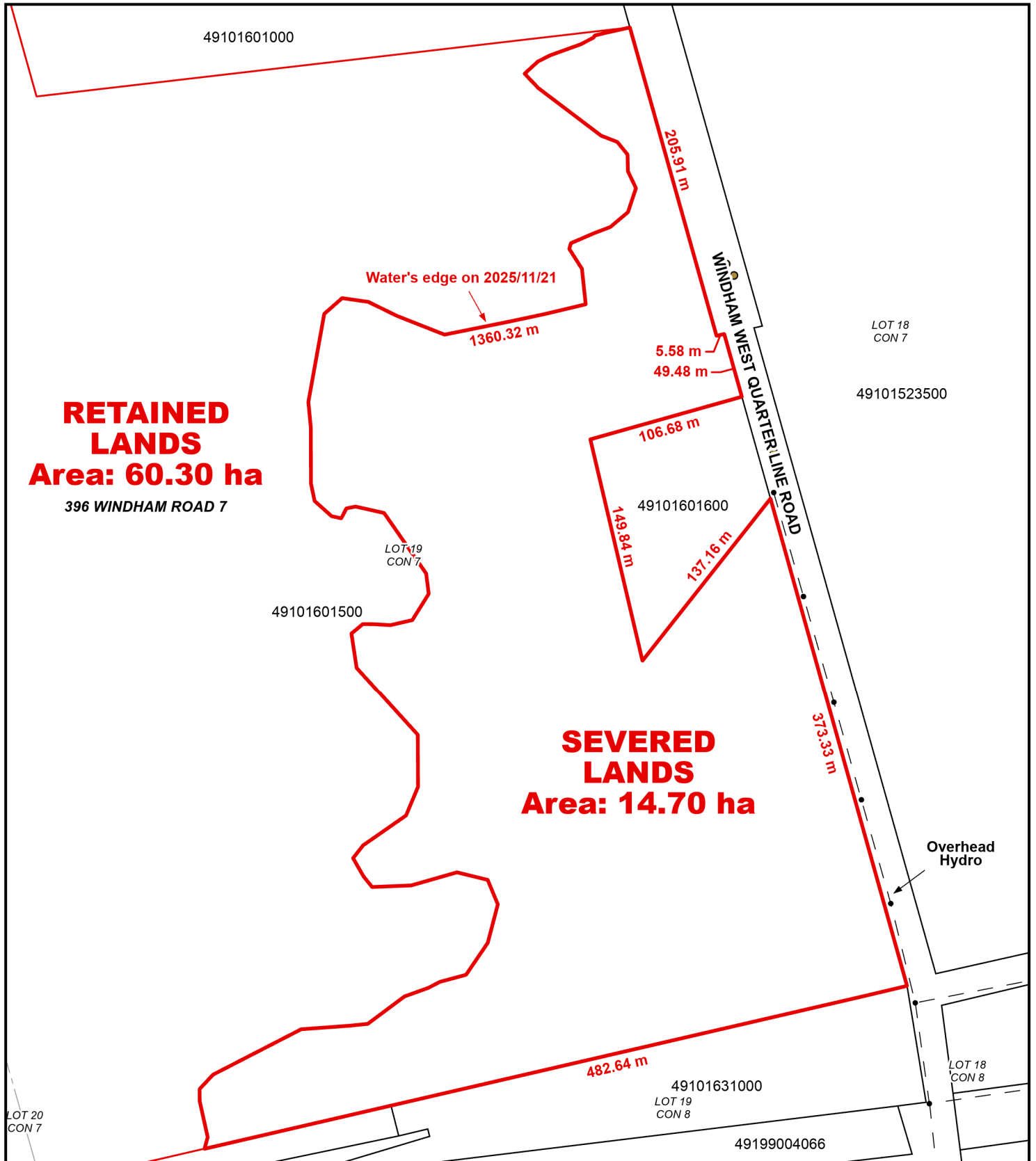
MAP D

CONCEPTUAL PLAN



Geographic Township of WINDHAM

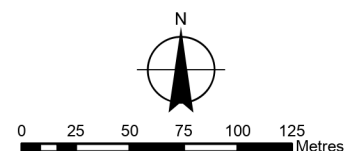
BNPL2026055

ANPL2026056



Legend

-  Subject Lands
-  Lands Owned



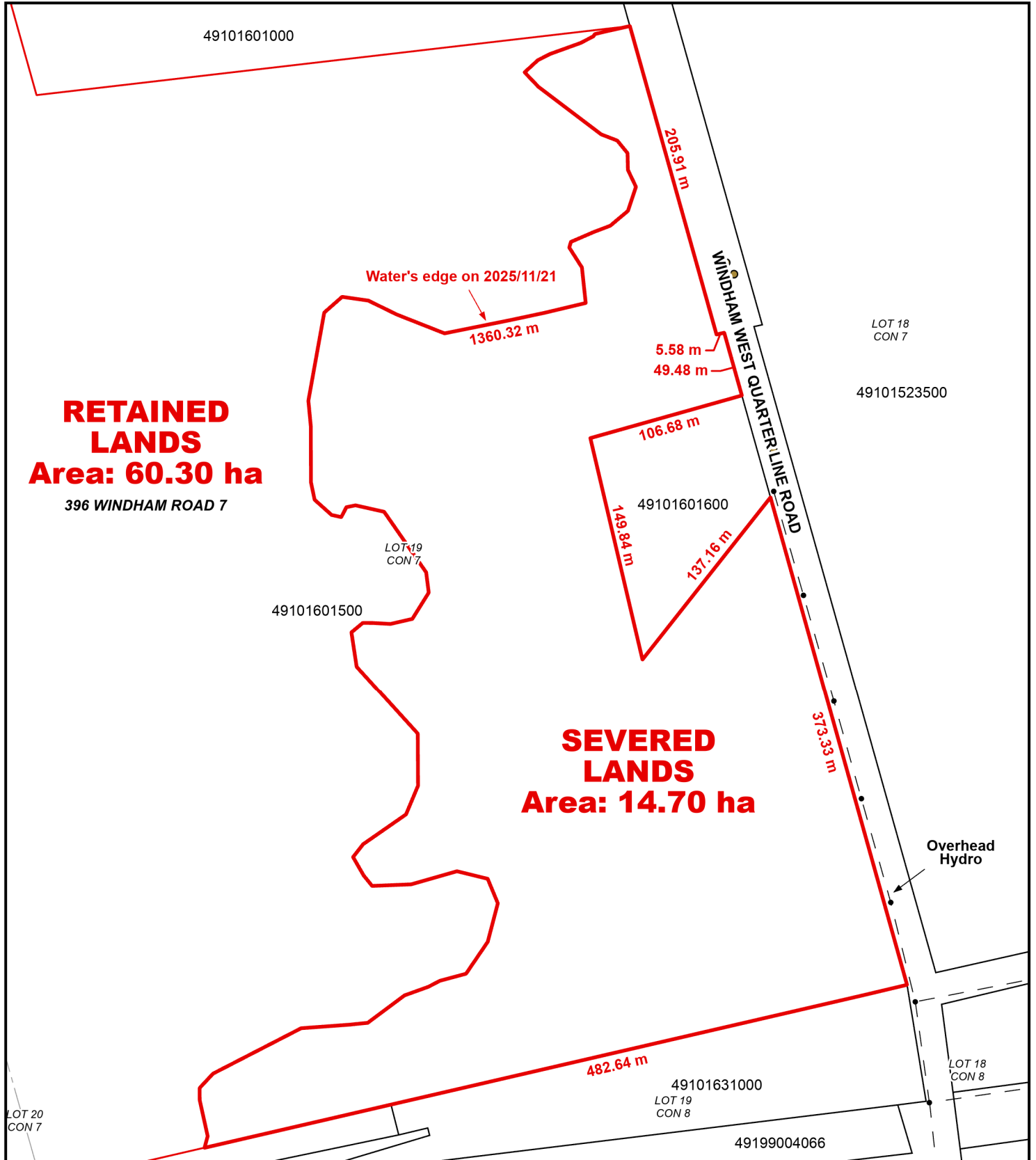
LOCATION OF LANDS AFFECTED

CONCEPTUAL PLAN



Geographic Township of WINDHAM

BNPL2026055

ANPL2026056



Legend

-  Subject Lands
-  Lands Owned

4/7/2026

