

**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: 541020131030000**A. Applicant Information****Name of Owner** 772520 Ontario Inc.- Anne Kovacs

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	<u>267 Talbot St.</u>
Town and Postal Code	<u>Courtland, N0J1E0</u>
Phone Number	<u>519-688-0505</u>
Cell Number	<u>n/a</u>
Email	<u>n/a</u>

Name of Authorized Applicant	<u>Andrew Martin</u>
Address	<u>261 Talbot St.</u>
Town and Postal Code	<u>Courtland, N0J1E0</u>
Phone Number	<u>519-842-0637</u>
Cell Number	<u>519-842-0637</u>
Email	<u>foxmartin@live.com</u>



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 mortgagees, charges or other encumbrances on the subject lands:

B. Location, Legal Description and Property Information

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

Part Lot 165 NTR, Geographic Township Middleton, Norfolk County, designated as Parts 1 and 2 on reference Plan37R-11227, being part of PIN 50148-0235

Municipal Civic Address: To be added to 261 Talbot St. Courtland, ON

Land acquisition date (if known): ASAP

Present Official Plan Designation(s): _____

Present Zoning: Agriculture/Hamlet

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

☒ Yes ☐ No

If yes, please specify:

Zone Hamlet

3. Present use of the subject lands:

Its Just grass

- 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	0 3	0 3
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:

n/a

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

n/a

7. Existing use of abutting properties:

residential, agriculture

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.)	2306.71 sm	65.582	74.64 HA
Lot frontage (m)		0	140.9 meters
Lot depth (m)		29.574	
Front Yard Setback (m)		n/a	
Left Side Yard Setback (m)		n/a	
Right Side Yard Setback (m)		n/a	
Rear Yard Setback (m)		n/a	
Exterior side yard (if applicable) (m)		n/a	
Height (m)		n/a	
Lot coverage (%)		0	
Number of parking spaces		0	

Number of new lots to be created (not including retained lot): 1-to be added to 261 Talbot St.

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 5746.54 sm
1.42 acres 30.94m

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

Andrew and Kristie Martin-261 Talbot St. Courtland

Roll #3310541020131200000



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: 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: 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: 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: 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: _____

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:

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:

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 | ☐ Communal wells |
| ☐ Individual wells | ☐ Other (describe below) |

Sewage Treatment

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

Storm Drainage

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

Existing or proposed access to subject lands:

- | | |
|--|---|
| ☒ Municipal road | ☐ Provincial highway |
| ☐ Unopened road | ☐ 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.

There is nothing on this property but grass. I am purchasing it for greenspace in the back yard

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

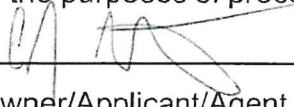
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner to undertake the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. The owner further acknowledges and agrees that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

April 28 2026

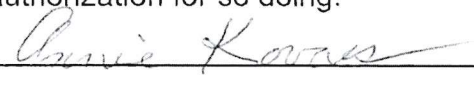
Date

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 ANNIE KOVACS am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Andrew Martin 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

April 28 2026

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, Andrew Martin of Norfolk County

solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of *The Canada Evidence Act*.

Declared before me at:

Simcoe

[Signature]
Owner/Applicant/Agent Signature

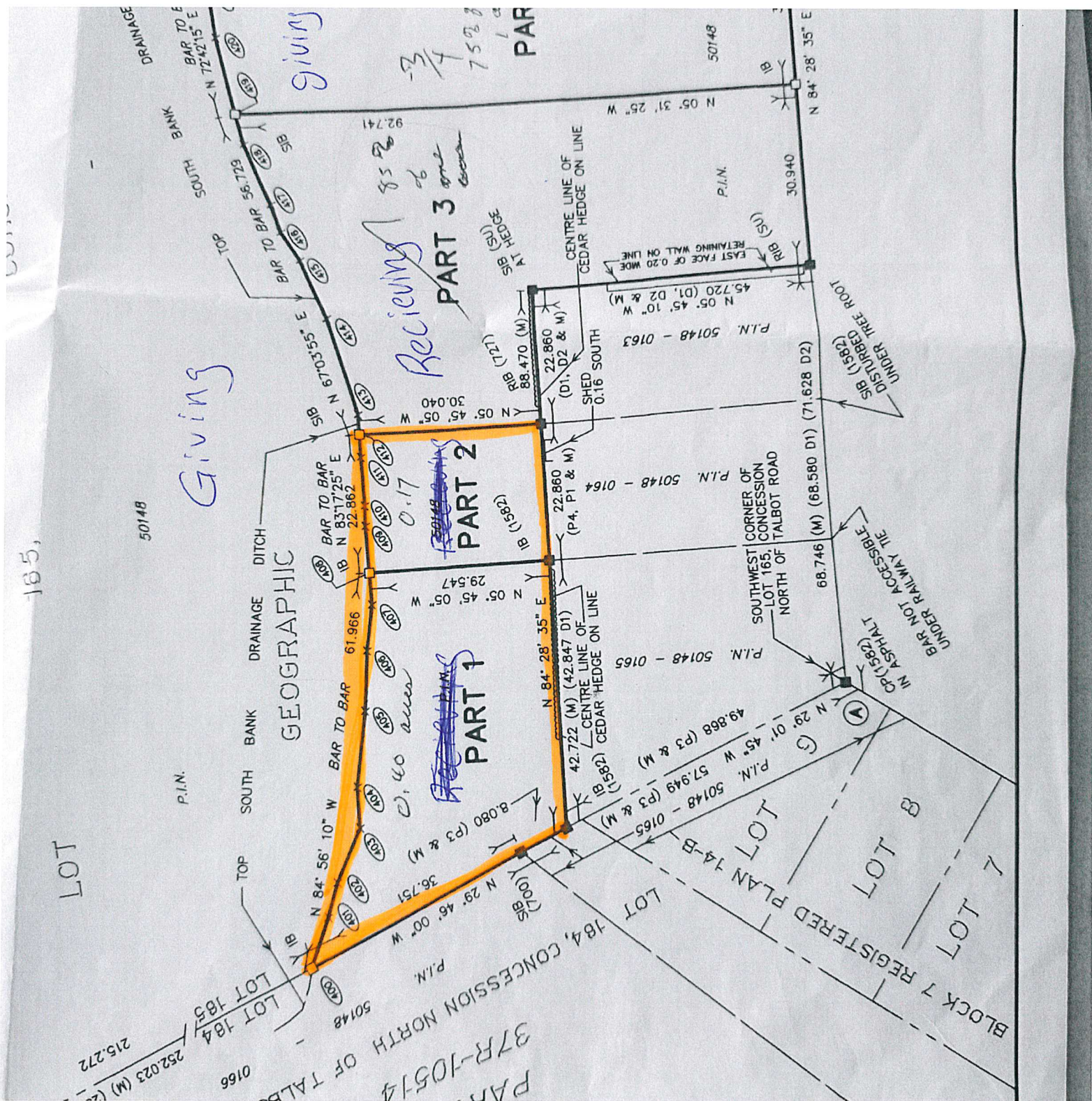
In Norfolk County

This 27 day of May

A.D., 20 26

Jodi Lynn Pfaff-Schimus, a
Commissioner, etc., Province of Ontario,
for the Corporation of Norfolk County.
Expires March 6, 2028.

[Signature]
A Commissioner, etc.



Giving Land

Land for
Boundary adjustment

Receiving
Land

261 Talbot
St. Courtland

Giving Land

LIST OF STRUCTURES ON 261 TALBOT ST. COURTLAND

- 1.The house-2095sf
- 2.The shed-448sf
- 3.The pool shed-64sf
- 4.The Gazebo-open air-300sf

Section C-corrections,

- The area in questions is 2306.71 square meters
- Our current lot at 261 Talbot St is 3439.83 square meters
- Combined that would make it 5746.54 square meters

5. Restrictions, if any, on business the corporation may carry on or on powers the corporation may exercise. *Limites, s'il y a lieu, imposées aux activités commerciales ou aux pouvoirs de la compagnie.*

None

6. The classes and any maximum number of shares that the corporation is authorized to issue. *Catégories et nombre maximal, s'il y a lieu, d'actions que la compagnie est autorisée à émettre:*

The corporation is authorized to issue an unlimited number of common shares without par value and an unlimited number of preferred shares without par value.

7. Rights, privileges, restrictions and conditions (if any) attaching to each class of shares and directors authority with respect to any class of shares which may be issued in series:

3
Droits, privilèges, restrictions et conditions, s'il y a lieu, rattachés à chaque catégorie d'actions et pouvoirs des administrateurs relatifs à chaque catégorie d'actions qui peut être émise en série:

1. The preferred shares shall carry the right in the liquidation or winding up of the Corporation to payment of \$1.00 on each such share in priority to the common shares, but they shall not confer a right to any further participation in assets.

2. Subject to the provisions of the Business Corporations Act, 1982 (Ontario), as the same may from time to time be in force or any successor corporation statute of the Province of Ontario (the "Act"), the said preferred shares, or any part thereof, shall be redeemable at a price of \$1.00 per share at any time at the option of the directors of the Corporation without the consent of the holders thereof and if less than the whole amount of the outstanding preferred shares shall be so redeemed, the shares to be redeemed shall be selected by lot in such manner as the board of directors may determine.

3. Every holder of preferred shares or common shares or both shall be entitled to one (1) vote at all shareholders' meetings for each such share so held.

4. The holders of the common shares shall be entitled to the remaining property of the Corporation upon dissolution.

- 4
8. The issue, transfer or ownership of shares is/is not restricted and the restrictions (if any) are as follows: *L'émission, le transfert ou la propriété d'actions est/n'est pas restreinte. Les restrictions, s'il y a lieu, sont les suivantes:*

No shares shall be transferred without the express consent of the majority of the directors, to be signified by a resolution passed by the Board of Directors.

The number of shareholders of the Corporation exclusive of persons who are in its employment and exclusive of persons who, having been formerly in the employment of the Corporation, were while in that employment, and have continued after the termination of that employment to be, shareholders of the Corporation is limited to not more than fifty (50), two or more persons who are the joint registered owners of one or more shares being counted as one shareholder.

10. The names and addresses of the incorporators are
Nom et adresse des fondateurs

First name, initials and surname or corporate name
Prénom, initiale et nom de famille ou dénomination sociale

Full residence address or address of registered office or of principal place of business giving street & No. or R.R. No., municipality and postal code
Adresse personnelle au complet, adresse du siège social ou adresse de l'établissement principal, y compris la rue et le numéro, le numéro de la R.R., le nom de la municipalité et le code postal

Darlene Lambden

42 Oak Street,
Simcoe, Ontario
N3Y 3J6

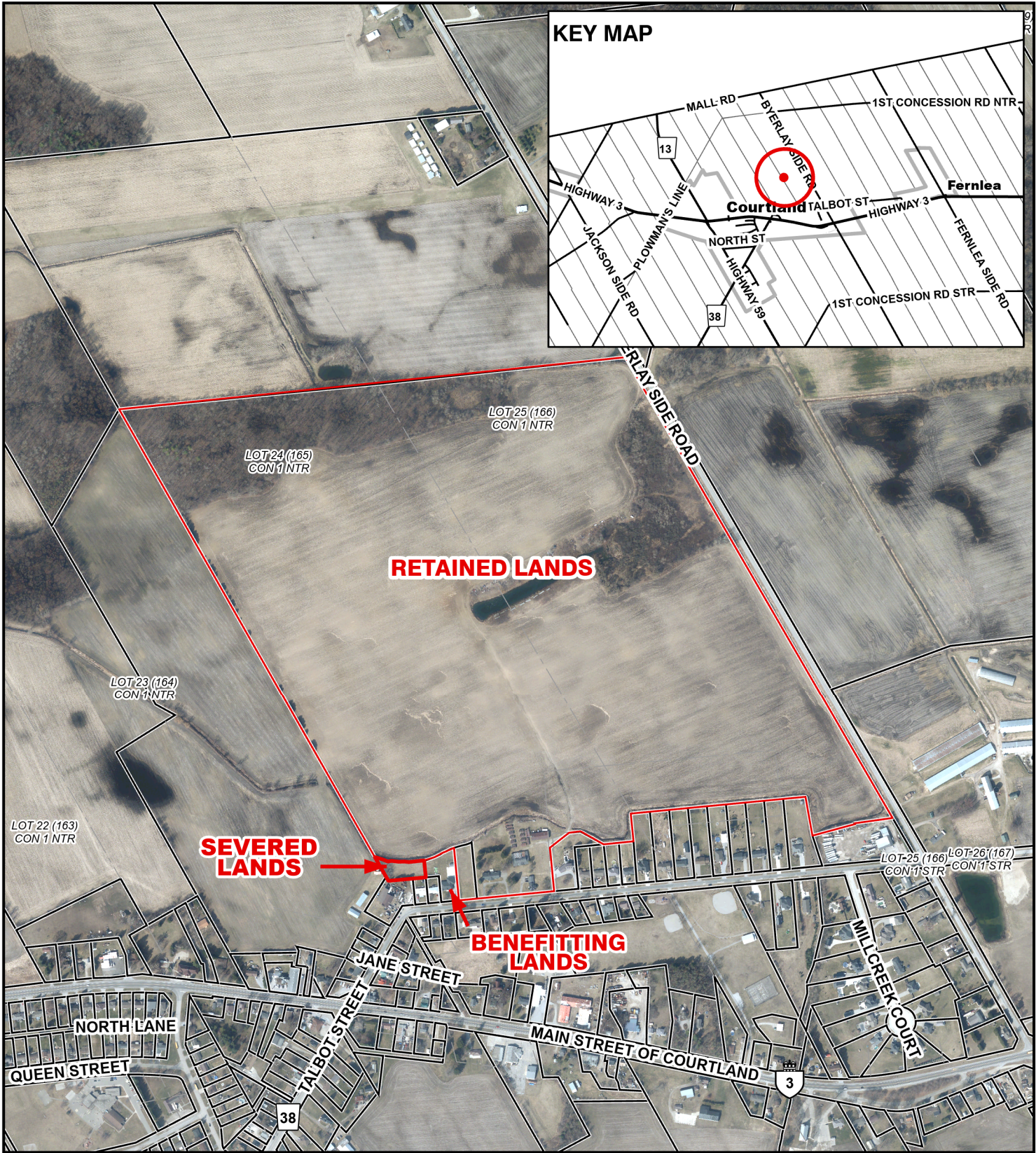
These articles are signed in duplicate

Les présents statuts sont signés en double exemplaire.

Darlene Lambden

Signatures of incorporators
(Signature des fondateurs)

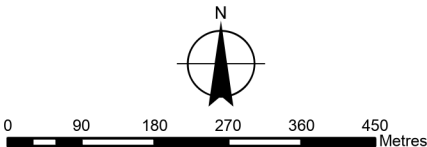
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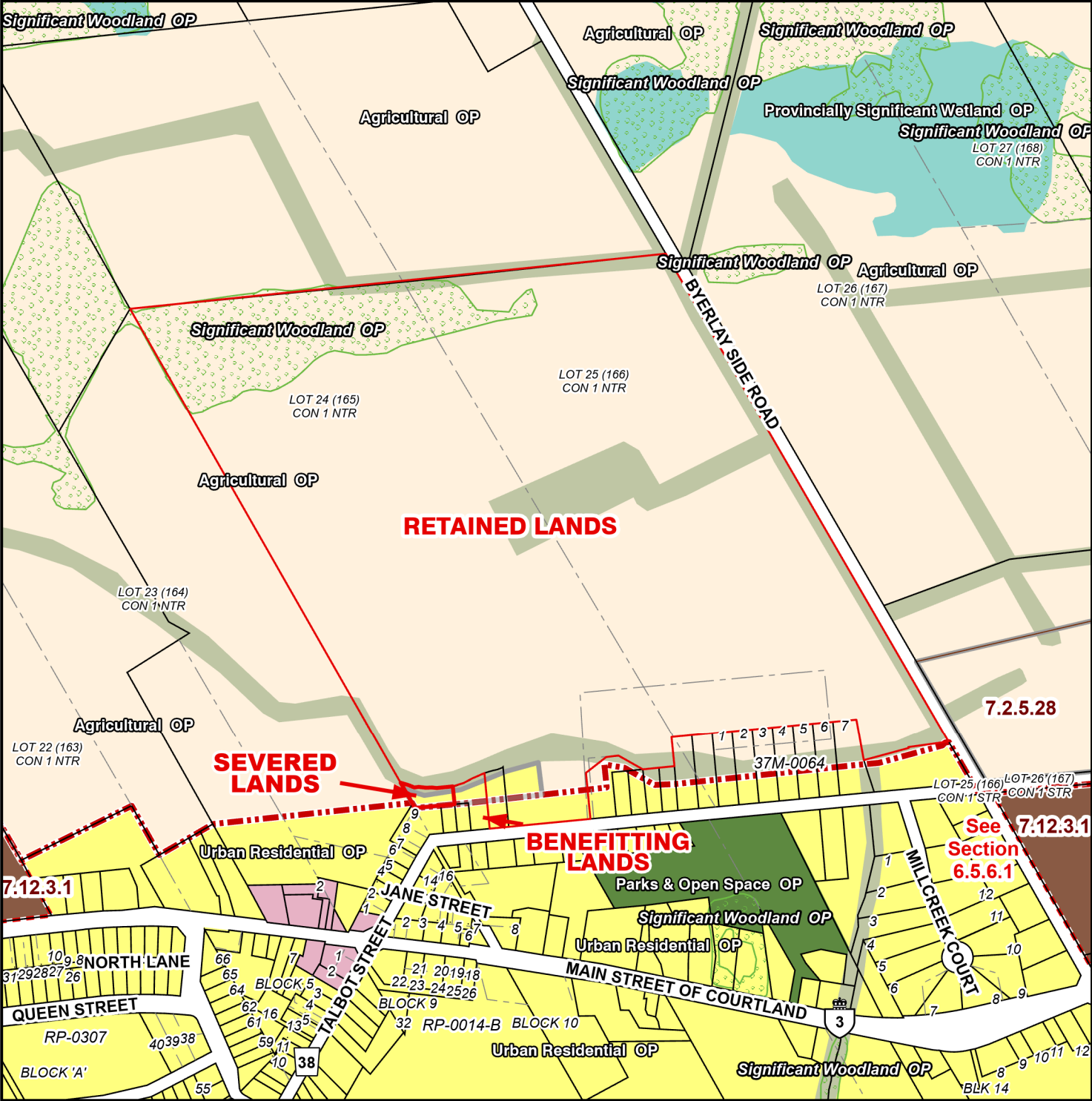
Legend

- Subject Lands
- Lands Owned

2025 Air Photo



7/16/2026

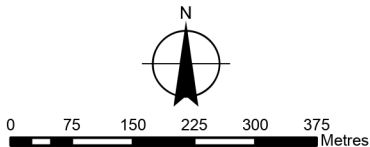


Legend

Subject Lands

Official Plan Designations					
	Agricultural		Protected Industrial		Special Policy Area
	Hazard Lands		Parks & Open Space		Urban Area Boundary
	Provincially Significant Wetland				Significant Woodland
	Urban Residential				
	Commercial				

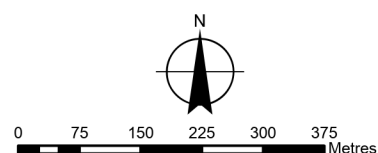
7/16/2026



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

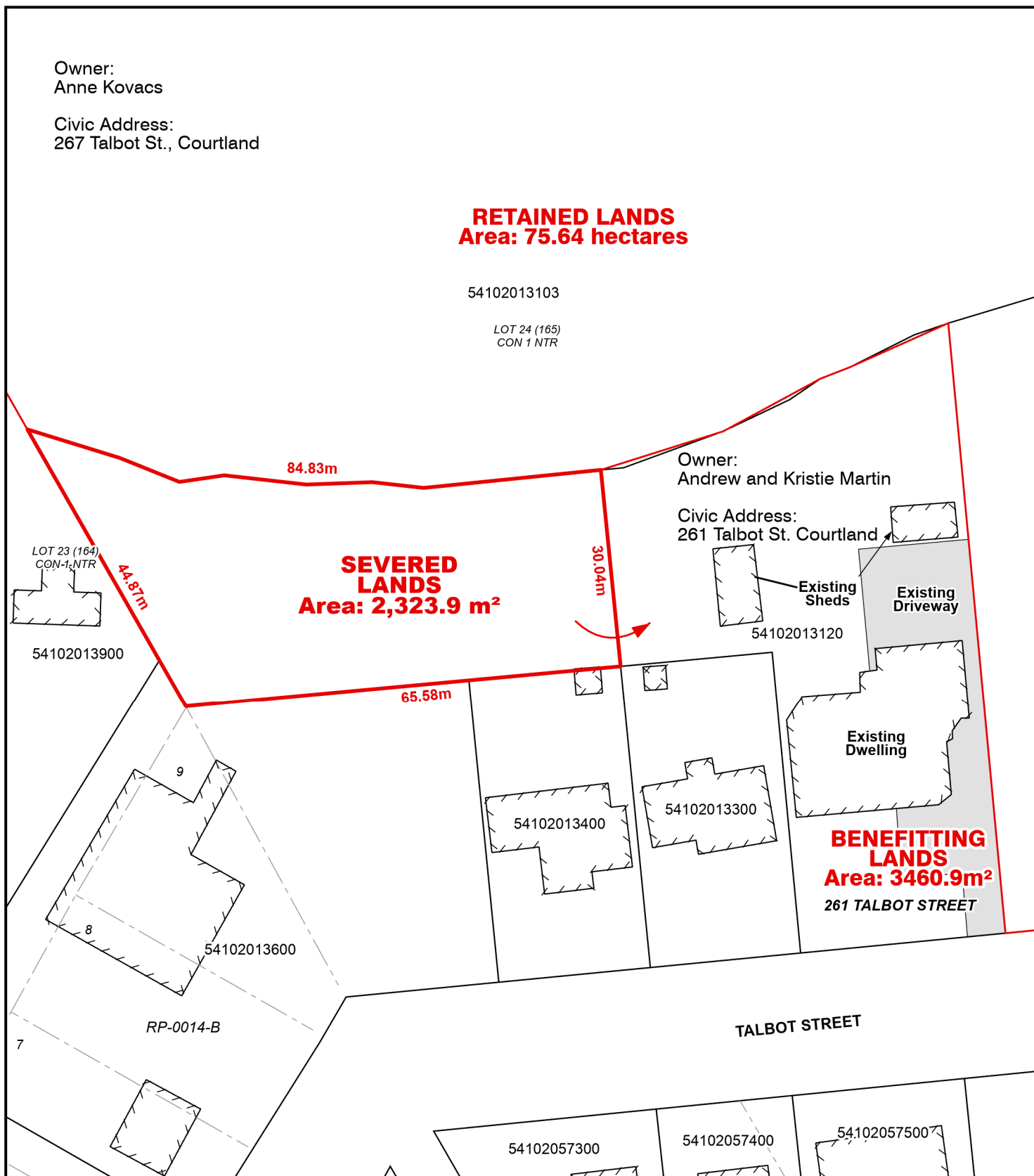
- ZONING BY-LAW 1-Z-2014**
(H) - Holding
A - Agricultural Zone
CBD - Central Business District Zone
CHA - Hamlet Commercial Zone
CS - Service Commercial Zone
IC - Community Institutional Zone
MG - General Industrial Zone
RH - Hamlet Residential Zone
HL - Hazard Land Zone
ML - Light Industrial Zone
IN - Neighbourhood Institutional Zone
OS - Open Space Zone
PSW - Provincially Significant Wetland Zone
R3 - Residential R3 Zone

7/16/2026



CONCEPTUAL PLAN

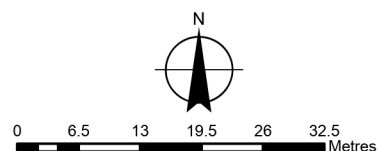
Geographic Township of MIDDLETON



Legend

- Subject Lands
- Easements
- Lands Owned

7/16/2026

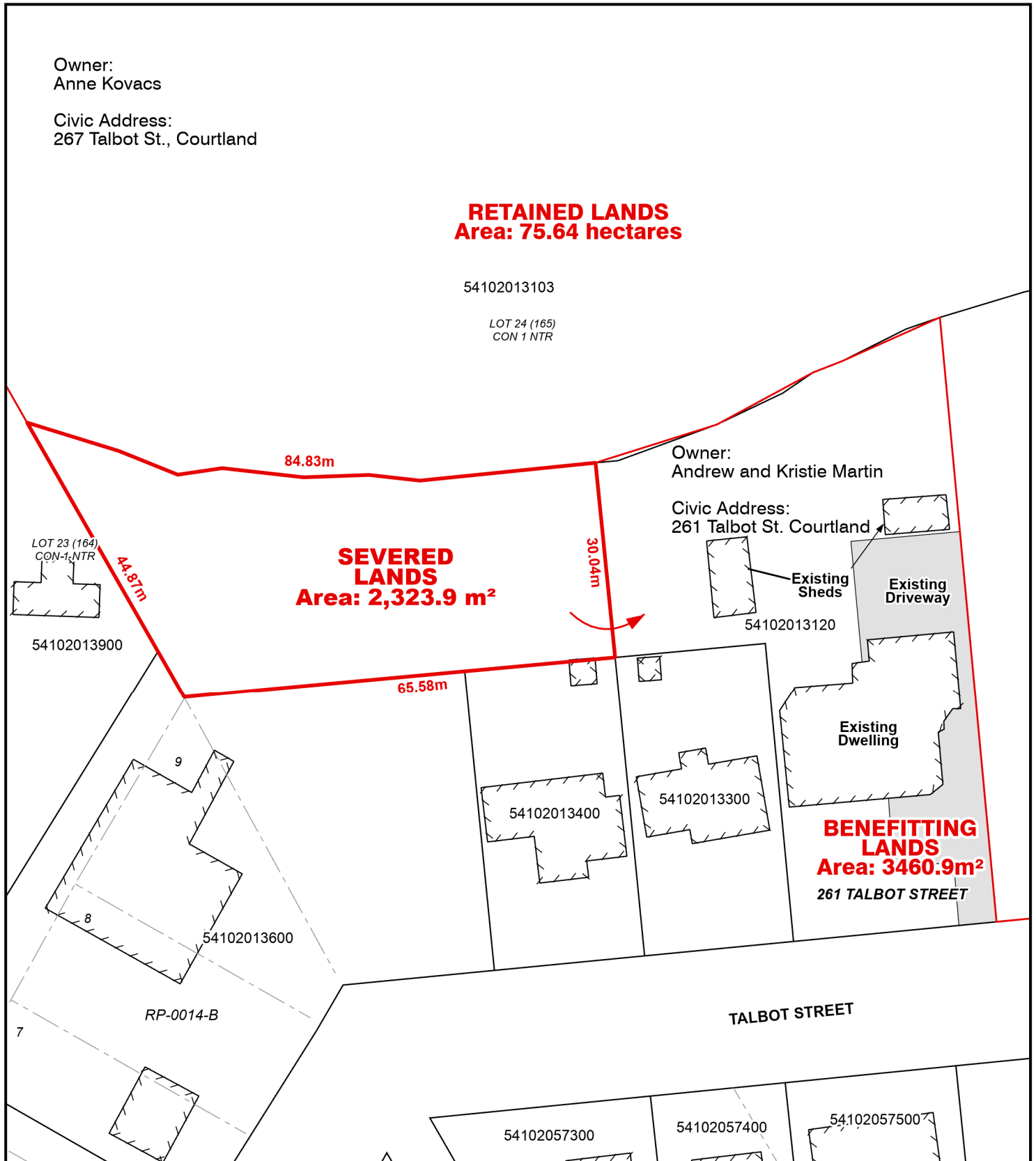


LOCATION OF LANDS AFFECTED

BNPL2026090

CONCEPTUAL PLAN

Geographic Township of MIDDLETON



Legend

-  Subject Lands
-  Easements
-  Lands Owned

7/16/2026

