

Committee of Adjustment Application to Planning Department

Complete Application

A complete Committee of Adjustment application consists of the following:

1. A properly completed and signed application form (signature must on original version);
2. Supporting information adequate to illustrate your proposal as listed in **Section H** of this application form (plans are required in paper copy and digital PDF format);
3. Written authorization from all registered owners of the subject lands where the applicant is not the owner as per Section N; and,
4. Cash, debit or cheque payable to Norfolk County in the amount set out in the Norfolk County User Fees By-Law.

Planning application development fees are not required with the submission of your completed and signed development application. Your planning application fee will be determined by the planner when your application has been verified and deemed complete. Prepayments will not be accepted.

5. Completed applications are to be mailed to the attention of **Secretary Treasurer – Committee of Adjustment**: 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 or email your application committee.of.adjustment@norfolkcounty.ca. Make sure submissions are clearly labelled including address, name, and application type. Failure to do so may impact the timing of your application.

The above listed items are required to ensure that your application is given full consideration. An incomplete or improperly prepared application will not be accepted and may result in delays during the processing of the application. This application must be typed or printed in ink and completed in full.

Please review all of the important information summarised below.

Before your Application is Submitted

A pre-consultation meeting is not usually required for Committee of Adjustment applications; however, discussion with Planning Department staff prior to the submission of an application is **strongly encouraged**. The purpose of communicating with a planner **before** you submit your application is: to review your proposal / application, to discuss potential issues; and to determine the required supporting information and materials to be submitted with your application before it can be considered complete by staff. You might find it helpful to retain the services of an independent professional (such as a registered professional planner) to help you with your application. Information about the Official Plan and Zoning By-law can be found on the County website: www.norfolkcounty.ca/planning

After Your Application is Submitted

Once your payment has been received and the application submitted, in order for your application to be deemed complete all of the components noted above are required.

Incomplete applications will be identified and returned to the applicant. The *Planning Act* permits up to 30 days to review and deem an application complete.

Once your application has been deemed complete by the Planning Department, it is then circulated to public agencies and County departments for review and comment. A sign is also provided that is required to be posted on the subject lands that summarizes the application and identifies the committee meeting date. The comments received from members of the community will be included in the planning report and will inform any recommendations in relation to the application.

If the subject lands are located in an area that is regulated by either the Long Point Region Conservation Authority or by the Grand River Conservation Authority an additional fee will be required if review by the applicable agency is deemed necessary. A separate cheque payable to the Long Point Region Conservation Authority or the Grand River Conservation Authority is required in accordance with their fee schedule at the same time your application is submitted.

Additional studies required as part of the complete application shall be at the sole expense of the applicant. In some instances peer reviews may be necessary to review particular studies and that the cost shall be at the expense of the applicant. The company to complete the peer review shall be selected by the County.

If the application is withdrawn prior to the circulation to commenting agencies, the entire original fee will be refunded. If withdrawn after the circulation to agencies, half the original fee will be refunded. No refund is available after the public meeting and/or approval of application.

Notification Sign Requirements

Planning Department staff may post a notification sign on your property in advance of the public meeting on your behalf. Please keep this sign posted until you have received a notice in the mail indicating that the Secretary Treasurer received no appeals. However, it is the applicant's responsibility to ensure that the sign is correctly posted within the statutory timeframes, according to the *Planning Act*. Failure to post a sign in advance of the public meeting in accordance with statutory requirements will impact the timing of your application at the Committee of Adjustment meeting. Applicants are responsible for removal of the sign following the appeal period. The signs are recyclable and can be placed in your blue box.

Contact Us

For additional information or assistance in completing this application, please contact a planner at 519-426-5870 ext. 1842 or Committee.of.Adjustment@NorfolkCounty.ca



Revised April 2023
Committee of Adjustment Development Application

For Office Use Only:

File Number

Related File Number

Pre-consultation Meeting

Application Submitted

Complete Application

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
- ☐ Surplus Farm Dwelling Severance and Zoning By-law Amendment
- ☐ Minor Variance
- ☐ Easement/Right-of-Way

Property Assessment Roll Number: 334-010-27100-0000

A. Applicant Information

Name of Owner

Shore Developments Limited

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

5135 Fairview Street

Town and Postal Code

Burlington ON L7L 4W8

Phone Number

289-219-4691

Cell Number

Email

april@bwinvest.ca

Name of Applicant

Armstrong Planning and Project Management

Address

1600 Steeles Avenue West, Suite 318

Town and Postal Code

Vaughan, Ontario, L4K 4M2

Phone Number

416-444-3300x 3007

Cell Number

Email

katrina@armstrongplan.ca

Name of Agent

Address

Town and Postal Code

Phone Number

Cell Number

Email

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence and notices in respect of this application will be forwarded to the owner and agent noted above.

☒ Owner

☐ Agent

☒ Applicant

Names and addresses of any holder of any mortgagees, charges or other encumbrances on the subject lands:

B. Location, Legal Description and Property Information

1. Legal Description (include Geographic Township, Concession Number, Lot Number, Block Number and Urban Area or Hamlet):
LOTS 4,5 BLOCK 36 PLAN 207, PART LOT 3 BLOCK 36 PLAN 207 AS IN NR329797 SUBJECT TO AN EASEMENT AS IN NR329797 TOGETHER WITH AN EASEMENT AS IN NR329797 NORFOLK COUNTY LOT 6 BLOCK 36 PLAN 207 EXCEPT PART 2 PLAN 37R9019 NORFOLK COUNTY

Municipal Civic Address: 225 Chapman Street East, Port Dover

Present Official Plan Designation(s): Urban Residential, Lynn River/Black Creek Special Policy Area

Present Zoning: R4(H), 14.1026

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

☒ Yes ☐ No If yes, please specify:

Special Provision 14.1026

3. Present use of the subject lands:

Vacant

4. Please describe **all existing** buildings or structures on the subject lands and whether they are to be retained, demolished or removed. If retaining the buildings or structures, please describe the type of buildings or structures, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, and height on your attached sketch which must be included with your application:

Vacant

5. If an addition to an existing building is being proposed, please explain what it will be used for (for example a bedroom, kitchen, or bathroom). If new fixtures are proposed, please describe.

6. Please describe **all proposed** buildings or structures/additions on the subject lands. Describe the type of buildings or structures/additions, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, and height on your attached sketch which must be included with your application:

Residential, street townhouses (8 units). 6m front yard setback, 3-6m rear yard setback, 2m between blocks
3m interior yard setbacks. 5.7m frontage

7. Are any existing buildings on the subject lands designated under the *Ontario Heritage Act* as being architecturally and/or historically significant? Yes ☐ No ☒

If yes, identify and provide details of the building:

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

9. Existing use of abutting properties:

Residential

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

☐ Yes ☒ No If yes, describe the easement or restrictive covenant and its effect:

C. Purpose of Development Application

Note: Please complete all that apply. **Failure to complete this section will result in an incomplete application.**

1. Site Information (Please refer to Zoning By-law to confirm permitted dimensions)

	Existing	Permitted	Provision	Proposed	Deficiency
Lot frontage	66.13m	30m		30.7m , 30.73m, 4.7m	
Lot depth	36.12m to 42.66m			no change	
Lot width	same as frontage				
Lot area	0.25ha	156m ²		0.11 ha, 0.11ha, 0.03ha	
Lot coverage	Rest left intentionally blank/ N/A as nothing built				
Front yard					
Rear yard					
Height					
Left Interior side yard					
Right Interior side yard					
Exterior side yard (corner lot)					
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other					

2. Please explain why it is not possible to comply with the provision(s) of the Zoning By-law:

3. **Consent/Severance/Boundary Adjustment:** Description of land intended to be severed in metric units: We are creating 2 severed parcels - see attached sketch

Frontage: ~~30.70m and 30.73m~~ 4.70m

Depth: ~~39.75 and 38.29~~ 39.75m

Width:

Lot Area: 0.11 hectares (0.28 acres) and ~~0.11 hectares (0.27 ac)~~ 0.03 hectares (0.07 acres)

Present Use: Vacant Vacant

Proposed Use: Residential Not for development

Proposed final lot size (if boundary adjustment):

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

Description of land intended to be retained in metric units: See attached planning letter for more information

Frontage: ~~4.70~~ 30.73m

Depth: ~~39.75m~~ 38.29m

Width:

Lot Area: ~~0.03 hectares (0.07 ac)~~ 0.11 hectares (0.27 acres)

Present Use: Vacant

Proposed Use: Access easement Residential

Buildings on retained land:

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

Frontage:

Depth:



Width: _____
Area: _____
Proposed Use: _____

5. Surplus Farm Dwelling Severances Only: List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____
Date of Land Purchase: _____

Note: If additional space is needed please attach a separate sheet.

D. All Applications: Previous Use of the Property

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? ☒ Yes ☐ No ☐ Unknown

If yes, specify the uses (for example: gas station, or petroleum storage):

2. Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites? ☒ Yes ☐ No ☐ Unknown

3. Provide the information you used to determine the answers to the above questions:

The lands are contaminated and are undergoing site remediation work. We understand an RSC needs to be filed to lift the holding provision.

4. If you answered yes to any of the above questions in Section D, a previous use inventory showing all known former uses of the subject lands, or if appropriate, the adjacent lands, is needed. Is the previous use inventory attached? ☐ Yes ☒ No

E. All Applications: Provincial Policy

1. Is the requested amendment consistent with the provincial policy statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*? ☒ Yes ☐ No

If no, please explain:

2. It is owner's responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws or other agency approvals, including the Endangered Species Act, 2007. Have the subject lands been screened to ensure that development or site alteration will not have any impact on the habitat for endangered or threatened species further to the provincial policy statement subsection 2.1.7? ☒ Yes ☐ No

If no, please explain:

3. Have the subject lands been screened to ensure that development or site alteration will not have any impact on source water protection? ☒ Yes ☐ No

If no, please explain:

Note: If in an area of source water Wellhead Protection Area (WHPA) A, B or C please attach relevant information and approved mitigation measures from the Risk Manager Official.

4. All Applications: Are any of the following uses or features on the subject lands or within 500 metres of the subject lands, unless otherwise specified? Please check boxes, if applicable.

Livestock facility or stockyard (submit MDS Calculation with application)

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

Wooded area

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

Municipal Landfill

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

Sewage treatment plant or waste stabilization plant

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

Provincially significant wetland (class 1, 2 or 3) or other environmental feature

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

Floodplain

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

Rehabilitated mine site

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

Non-operating mine site within one kilometre

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

Active mine site within one kilometre

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

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

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

Active railway line

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

Seasonal wetness of lands

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

Erosion

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

Abandoned gas wells

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

F. All Applications: Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

- ☒ Municipal piped water
☐ Individual wells

- ☐ Communal wells
☐ Other (describe below)

Sewage Treatment

- ☒ Municipal sewers

- ☐ Septic tank and tile bed in good working order

- ☐ Communal system

- ☐ Other (describe below)

Storm Drainage

- ☒ Storm sewers

- ☐ Other (describe below)

- ☐ Open ditches

2. Existing or proposed access to subject lands:

- ☒ Municipal road

- ☐ Unopened road

- ☐ Provincial highway

- ☐ Other (describe below)

Name of road/street:

G. All Applications: Other Information

1. Does the application involve a local business? ☐ Yes ☒ No

If yes, how many people are employed on the subject lands?

2. Is there any other information that you think may be useful in the review of this application? If so, explain below or attach on a separate page.

H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies (number of paper copies as directed by the planner) and an **electronic version (PDF) of the site plan drawings, additional plans, studies and reports** will be required, including but not limited to the following details:

1. Concept/Layout Plan
2. All measurements in metric
3. Existing and proposed easements and right of ways
4. Parking space totals – required and proposed
5. All dimensions of the subject lands
6. Dimensions and setbacks of all buildings and structures
7. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
8. Names of adjacent streets
9. Natural features, watercourses and trees

In addition, the following additional plans, studies and reports, including but not limited to, **may** also be required as part of the complete application submission:

- ☐ On-Site Sewage Disposal System Evaluation Form (to verify location and condition)
- ☐ Environmental Impact Study
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule
- ☐ Record of Site Condition

Your development approval might also be dependent on Ministry of Environment Conservation and Parks, Ministry of Transportation or other relevant federal or provincial legislation, municipal by-laws or other agency approvals.

All final plans must include the owner's signature as well as the engineer's signature and seal.

I. Transfers, Easements and Postponement of Interest

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

Permission to Enter Subject Lands

Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

Freedom of Information

For the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of the *Planning Act*, R.S.O. 1990, c. P. 13 for the purposes of processing this application.



Owner/Applicant/Agent Signature

May 5 2026

Date

J. Owner's Authorization

If the applicant/agent is not the registered owner of the lands that is the subject of this application, the owner must complete the authorization set out below.

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

I/We authorize Shore Developments Limited 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

May 4, 2026

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, Stephen Armstrong of City of Toronto

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*.

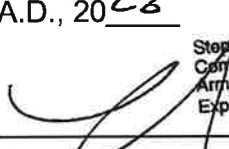
Declared before me at:

City of Vaughan

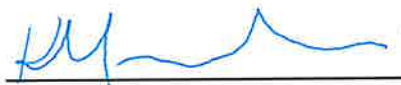
In Region of York

This 5 day of MAY

A.D., 2026


Stephen Gregory Armstrong, a
Commissioner, etc., Province of Ontario, for
Armstrong Planning & Project Management
Expires September 12, 2026

A Commissioner, etc.

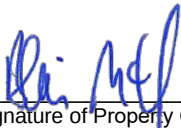


Owner/Applicant/Agent Signature



Permit Applicant Authorization

This form must be completed for all building permit applications where the applicant is the Owner's Agent

A. Project Information			
Property Address 225 Chapman Street East		Unit number	Lot/con.
Municipality NORFOLK COUNTY	Postal Code N0A 1N0		
B. Property Owner(s)			
Last name McKeil	First name Blair	Corporation or partnership Shore Developments Limited	
Street address 5135 Fairview Street		Unit number	
Municipality Burlington	Postal code L7L4W8	Province ON	E-mail april@bwinvest.ca
Telephone number 289-219-4691		Cell number	
C. Party to be Authorized			
Last name Munshaw	First name	Corporation or partnership Armstrong Planning and Project Management	
Street address 1600 Steeles Ave, W		Unit number 318	
Municipality Vaughan	Postal code L4K4M2	Province ON	E-mail katrina@armstrongplan.ca
Telephone number 416-444-3300 x3007		Cell number	
D. Declaration of Property Owner(s)			
Blair McKeil, Shore Developments Limited			
I _____, hereby Name of Property Owner(s) (please print)			
authorize and appoint the party stated in Section C of this form as my agent for the purposes of the submitted permit application. I understand that all communications and correspondence regarding this application shall be directed to the applicant.			
May 4, 2026 Date		 Signature of Property Owner(s)	

Note:

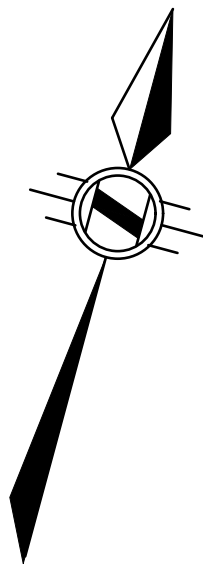
1. The Ontario Building Code states that "owner includes, in respect of the property on which the construction or demolition will take place, the registered owner, a lessee or mortgagee in possession".

Personal information contained in this form is collected under the authority of Subsection 8(1.1) of the *Building Code Act, 1992*, and will be used in the administration and enforcement of the *Building Code Act, 1992*.

PLAN OF SURVEY
OF PART OF
LOTS 3 AND 6
AND ALL OF
LOTS 4 AND 5
BLOCK 36
REGISTERED PLAN 207
IN THE
TOWN OF PORT DOVER
IN
NORFOLK COUNTY

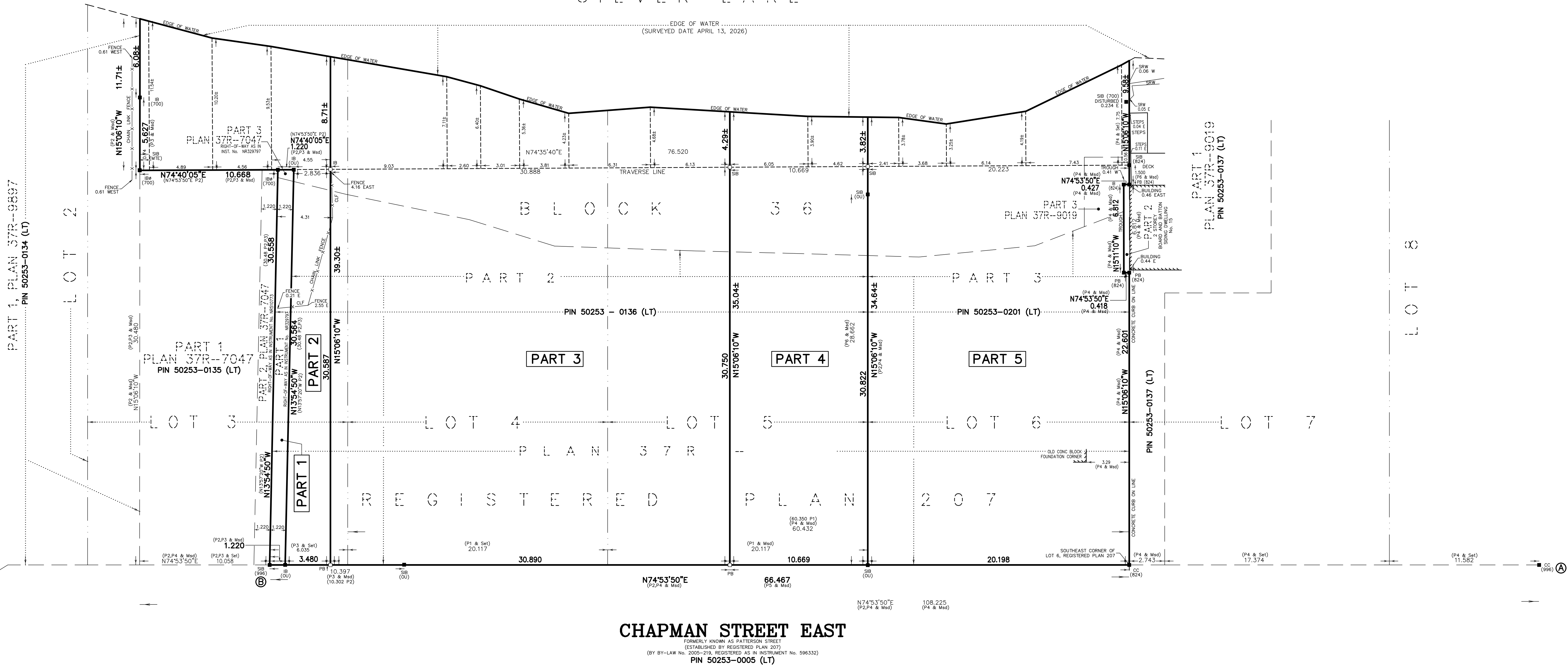
SCALE 1:150 METRIC
3 1.5 0 3 6 9 metres

R.A. McLaren, O.L.S. - 2026



SILVER LAKE

EDGE OF WATER
(SURVEYED DATE APRIL 13, 2026)



CHAPMAN STREET EAST

FORMERLY KNOWN AS PATTERSON STREET
(ESTABLISHED BY REGISTERED PLAN 207)
(BY BY-LAW No. 2005-210, REGISTERED AS IN INSTRUMENT No. 596332)
PIN 50253-0005 (LT)

LEGEND:

- DEVIOTES
- MONUMENT SET
- MONUMENT FOUND
- IB
- IRON BAR
- IB
- ROUND IRON BAR
- CC
- CUT CROSS
- SSB
- STANDARD IRON BAR
- 824
- A.T. McLaren, O.L.S.
- 700
- JEVITT AND DIXON LTD, O.L.S.
- 996
- JOHN B. DODD LTD, O.L.S.
- MTE
- MTE LTD, O.L.S.
- OU
- ORIGIN UNKNOWN
- WT
- WITNESS
- DIST
- REGISTERED PLAN 207
- P1
- PLAN 37R-1257
- P2
- PLAN 37R-9897
- P3
- PLAN BY JEVITT AND DIXON LTD, O.L.S., DATED OCTOBER 17, 2022, FILE No. 46882-200
- P4
- PLAN BY A.T. McLaren, O.L.S., DATED MAY 4, 2026, FILE No. 38404
- Msd
- MEASURED
- CLF
- CHAIN LINK FENCE
- SRW
- STONE RETAINING WALL
- //
- NOT TO SCALE

BEARING COMPARISON

FOR BEARING COMPARISONS A ROTATION OF 0°06'10" COUNTER CLOCKWISE WAS APPLIED TO BEARINGS ON PLAN P2 AND P4 TO CONVERT TO GRID BEARINGS

BEARING NOTE:

BEARINGS ARE UTM GRID, DERIVED FROM OBSERVED REFERENCE POINTS A AND B, BY REAL TIME NETWORK OBSERVATIONS, UTM ZONE 17, NAD83 (CSRS) (2010.0)

NOTE:

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.99965225

INTEGRATION DATA

OBSERVED REFERENCE POINTS (ORP's): UTM ZONE 17, NAD83 (CSRS) (2010.0). COORDINATES TO URBAN ACCURACY PER SEC. 14(2) OF OREG. 216/10		
POINT ID	NORTHING	EASTING
ORP A	4737814.046	565411.767
ORP B	4737788.474	565317.014
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN		

METRIC NOTE:

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

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEY ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
2. THE SURVEY WAS COMPLETED ON THE XXth DAY OF XXXXX, 2026.

DRAFT

DATE: _____
THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 132422

NOTE:

THE EDGE OF WATER SHOWN ON THE PLAN REPRESENTS THE PRESENT POSITION AT THE TIME OF SURVEY

© R.A. McLaren, O.L.S. - 2026. NO PERSON MAY COPY, REPRODUCE, DISTRIBUTE OR ALTER THIS PLAN IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF R.A. McLaren, O.L.S.

A.T. McLaren Limited
LEGAL AND ENGINEERING SURVEYS
69 JOHN STREET SOUTH, SUITE 230
HAMILTON, ONTARIO, L8N 2P9
PHONE (905) 527-8559



Drawn AS Checked RBM Drawn Chief JS/DW Scale 1:150 Drawn No. 38404-R2

June 24, 2026

Secretary-Treasurer of the Committee of Adjustment
50 Colborne Street South
Simcoe, Ontario
N3Y 4H3

Consent to Sever Application for 225 Chapman Street, Port Dover, Norfolk County

Dear Secretary-Treasurer of the Committee of Adjustment,

Armstrong Planning and Project Management on behalf of the client Shore Developments Ltd., who is the owner of the property municipally known as of 225 Chapman Street, Port Dover, Norfolk County (herein referred to as the “subject site”) submit this consent to sever application. On behalf of our client, we would like to submit this planning rationale letter in support of the consent application to facilitate the severance of the subject site. The lots include a severed site (not for development), a severed parcel, and a retained parcel to support future residential development in the form of an 8-unit townhouse development.

The retained parcel and 2 severed parcels are to facilitate future residential development. The intent is to do a severance application to expedite the planning process and allow for the residential units to be built expeditiously. Norfolk County Official Plan allows for the creation of up to four (4) lots as part of a consent application.

The surrounding land uses include the following:

North

North of the subject site is the Lynn River which provides the site boundary.

East

East of the site is a stand-alone detached home. Further east of the site past the meander in the Lynn River, is further low-rise residential developments.

South

South of the site is a vacant parcel of land owned by the same client, also fronting on the Lynn River.

West

Directly west of the site is a detached residential dwelling. Further west is an established residential community and downtown Port Dover, which consists of commercial and business uses.

The subject site is a 66.47m by 22.60m parcel along Chapman Street East. site has 66.47m of frontage along Chapman Street. The total area of the site is 2,588m². The severance seeks to create three parcels. **Appendix A**

depicts the proposed severances Severed parcel 1 is 39.75m deep on the western boundary and 36.18m deep on the eastern boundary with 30.7m frontage on Chapman Street and an area of 1,121.8 m² (0.28 acres). . The severed parcel 2 (not for development) is an “L” shaped parcel 39.83m deep with 4.26m frontage on Chapman Street and an area of 294m² (0.07 acres). The retained parcel is 36.1m deep on the western boundary and 38.29m deep on the eastern boundary with 30.73m frontage on Chapman Street and an area of 1,117.1 m² (0.27 acres).

The subject site is designated as *Urban Residential* in the Norfolk County Official Plan. The *Urban Residential* designation allows for a variety of residential uses on the site including low, medium and high-density residential developments. The site is zoned *Residential R4(H) Site Specific Exception 14.1026*, in the Norfolk County Zoning By-law 1-Z-2014 which allows for residential uses such as townhomes, semi-detached, duplex, triplex and four-plex developments. The subject site is currently vacant and contains no structures.

Severed Parcel 1

- Mostly rectangular a and 0.11 hectares (0.28 acres); and
- Is 30.7m along Chapman Street East and is 36 to 3m deep to the Lynn River

Severed Parcel 2 (not for development)

- Irregularly shaped lot that is 0.0311 hectares (0.07 acres); and
- Is 4.7m at Chapman Street East and approximately 16m at the back of the property towards the Lynn River

Retained Parcel

- Mostly rectangular a and 0.11 hectares (0.27 acres); and
- Is 30.7m along Chapman Street East and is 36 to 38m deep to the Lynn River

It is the intent that the retained parcel will remain for access, and that the severed parcels will contain residential townhouses, a land use that is currently permitted as-of-right by both the Official Plan designation and existing Zoning.

Under the *Planning Act* a request to sever a lot must meet criteria as outlined in Section 51(24). In that regard, where applicable the following is true and confirms conformity with these requirements:

- 1. The application is within the provincial interest.** Residential development of all types and sizes are a provincial interest and an integral component of a complete community.
- 2. The application is not premature and is within the public interest.** The proposed severance is in the public interest as it creates new residential units within Port Dover. The proposed severance will facilitate infill housing in the area, while achieving the density and growth targets set out within the Provincial Planning Statement and the Official Plan.
- 3. The proposed severance conforms to the Official Plan.** The lands are designated Urban Residential and allow for the proposed residential use on the severed lands, the retained lands will remain for access to the Lynn River. The Norfolk County Official Plan allows for up to four (4) parcels to be created by a severance application and this creates three (3).

4. **The lands are suitable for the proposed use.** The land is suitable for the severance as it does not affect the use of the lands. The lands are zoned for residential use. The severance is technical in nature. The retained parcel will remain undeveloped. The severed parcels are intended to facilitate future residential growth. The lands are designated for residential growth within the Official Plan and therefore are suitable for such a development.
5. **The adequacy of servicing.** The Retained Lands and Severed Lands have frontage on existing municipal roads. The retained and severed parcels all have frontage on Chapman Street East.
6. **The Natural Heritage System on each site will be enhanced and protected, where possible.** The retained and severed parcels will continue to adhere to water and flood control measures as directed by the Long Point Region Conservation Authority and no development will occur within the Long-Term Stable top of Slope. Detailed soil and geotechnical studies have been completed to establish the long term stable top of slope.
7. **Existing or planned utilities exist to service both lots.** Both of the severed and the retained lots can be serviced from municipal water and waste water running along Chapman Street East.
8. **Adequacy of school sites;** The severance does not affect the adequacy of school sites or facilitate a need for additional school sites. Eight townhomes would have no impact on existing school facilities, as townhomes tend to generate minimal students, Grand Erie District School Board has a yield of 0.181 students per housing unit, with higher rates found in single-detached housing.

We believe that the proposed severance meets all of the criteria set forth in Section 51(24) of the *Planning Act* based on the information provided above. The land is suitable for the proposed use, compatible with surrounding land uses, and supported by necessary infrastructure and services. We respectfully request that the Committee of Adjustment approve the severance application.

Thank you for considering this application. Please do not hesitate to contact us should you require any further information or clarification.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Munshaw', with a long horizontal flourish extending to the right.

Katrina Munshaw, RPP

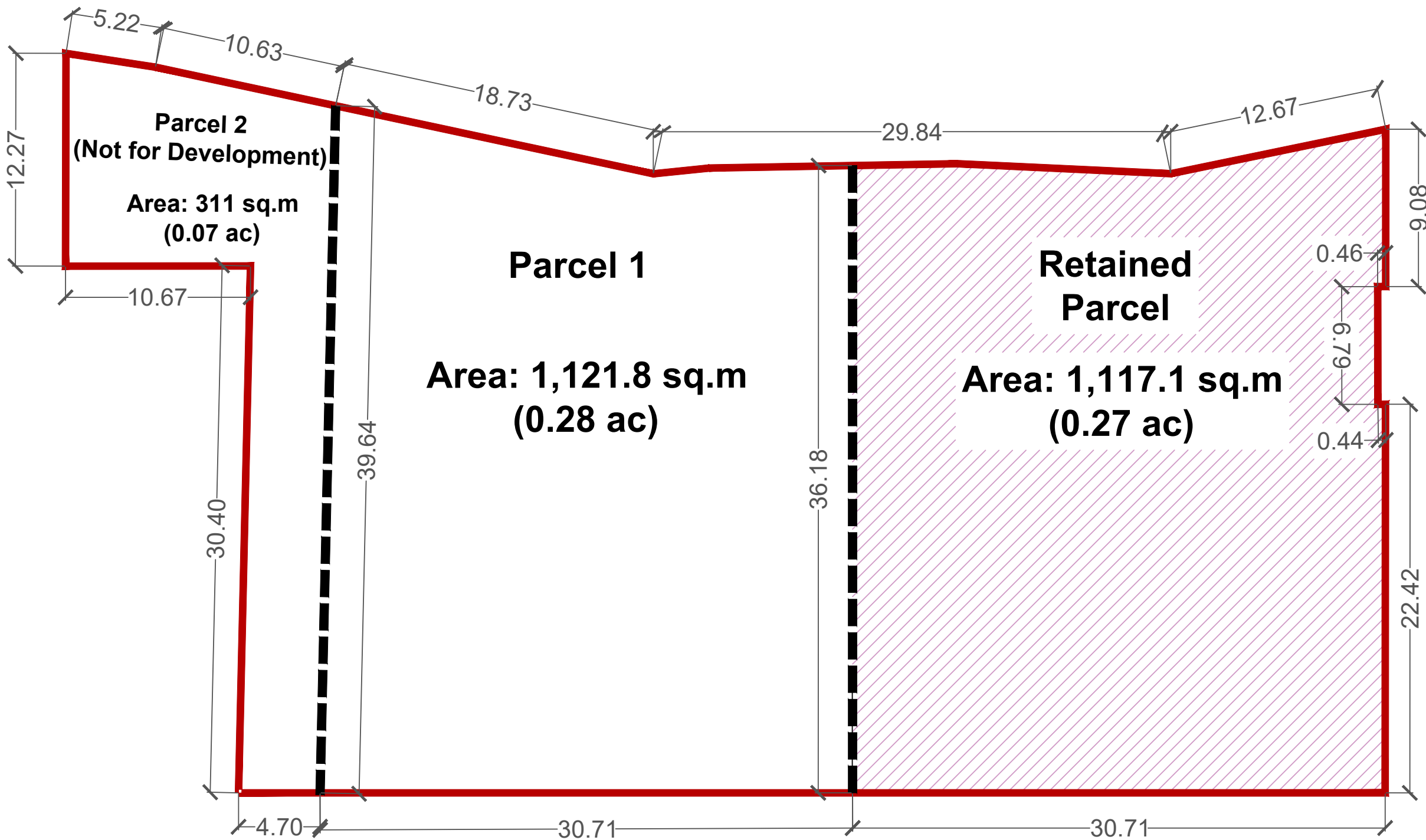
Planner, Project Manager

PARCEL SIZE
AND
DIMENSION

225 Chapman St E, Port
Dover, ON N0A 1N0

LEGEND

- Site Boundary
- Lot Line
- Retained Parcel



Date:	June 24, 2026
Drawn:	PK
Scale:	N.T.S



Request ID: 019748396
Demande n°:
Transaction ID: 063135191
Transaction n°:
Category ID: CT
Catégorie:

Province of Ontario
Province de l'Ontario
Ministry of Government Services
Ministère des Services gouvernementaux

Date Report Produced: 2016/12/29
Document produit le:
Time Report Produced: 11:09:48
Imprimé à:

Certificate of Incorporation Certificat de constitution

This is to certify that

Ceci certifie que

PORT DOVER DEVELOPMENTS INC.

Ontario Corporation No.

Numéro matricule de la personne morale en
Ontario

002553894

is a corporation incorporated,
under the laws of the Province of Ontario.

est une société constituée aux termes
des lois de la province de l'Ontario.

These articles of incorporation
are effective on

Les présents statuts constitutifs
entrent en vigueur le

DECEMBER 29 DÉCEMBRE, 2016



Director/Directeur
Business Corporations Act/Loi sur les sociétés par actions

Request ID / Demande n°

19748396

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FORM 1

FORMULE NUMÉRO 1

BUSINESS CORPORATIONS ACT

/

LOI SUR LES SOCIÉTÉS PAR ACTIONS

ARTICLES OF INCORPORATION
STATUTS CONSTITUTIFS

1. The name of the corporation is: *Dénomination sociale de la compagnie:*
PORT DOVER DEVELOPMENTS INC.

2. The address of the registered office is: *Adresse du siège social:*

208 HILLYARD STREET

(Street & Number, or R.R. Number & if Multi-Office Building give Room No.)
(Rue et numéro, ou numéro de la R.R. et, s'il s'agit édifice à bureau, numéro du bureau)

HAMILTON
CANADA
(Name of Municipality or Post Office)
(Nom de la municipalité ou du bureau de poste)

ONTARIO
L8L 6B6
(Postal Code/Code postal)

3. Number (or minimum and maximum
number) of directors is:
Minimum 1

*Nombre (ou nombres minimal et maximal)
d'administrateurs:*
Maximum 10

4. The first director(s) is/are:

Premier(s) administrateur(s):

First name, initials and surname
Prénom, initiales et nom de famille

Resident Canadian State Yes or No
Résident Canadien Oui/Non

Address for service, giving Street & No.
or R.R. No., Municipality and Postal Code

*Domicile élu, y compris la rue et le
numéro, le numéro de la R.R., ou le nom
de la municipalité et le code postal*

* BLAIR DANIEL
MCKEIL

YES

208 HILLYARD STREET

HAMILTON ONTARIO
CANADA L8L 6B6

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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: *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 que peut être émise en série:*

CLASS A COMMON SHARES

1. The Class A Common shares shall have attached thereto, as a class, the following rights, privileges, restrictions and conditions:

- (i) each holder of Class A Common shares shall be entitled to receive notice of and to attend all meetings of the shareholders of the Corporation, except meetings at which only holders of other classes or series of shares are entitled to attend, and at all such meetings shall be entitled to one (1) vote, in person or by proxy, in respect of each Class A Common share held by such holder; and
- (ii) each Class A Common share shall only be entitled to dividends when and as determined by the Board of Directors.

CLASS B COMMON SHARES

2. The Class B Common shares shall have attached thereto, as a class, the following rights, privileges, restrictions and conditions:

- (i) each holder of Class B Common shares shall be entitled to receive notice of all meetings of the shareholders, but save for those meetings called for the purpose of authorizing the dissolution of the Corporation or the sale of its undertaking or a substantial part thereof, shall not be entitled to any right to vote; and
- (ii) each Class B Common share shall be entitled to dividends when and as determined by the Board of Directors.

GENERAL PROVISIONS RE COMMON SHARES

3. Subject to the prior rights attaching to the special shares of the Corporation, the holders of the Class A Common shares and Class B Common shares shall be entitled to receive the remaining property of the Corporation upon the liquidation, dissolution or winding up of the Corporation, whether voluntary or involuntary, in equal amounts per share.

4. The Class A Common shares and Class B Common shares shall rank on a pari passu basis in all respects, save and except for voting rights.

CLASS A SPECIAL SHARES

5. The Class A Special shares shall, as a class, have attached thereto the following rights, privileges, restrictions, conditions and limitations:

Dividends

- (i) The holders of the Class A Special shares in each year shall in the discretion of the Directors, for such year, be entitled, out of any or all

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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:
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 que peut être émise en série:

profits or surplus available for dividends, to non-cumulative dividends at a rate determined from time to time by the Board of Directors on the redemption amount of the Class A Special shares at the time of their issuance by the Corporation;

Redemption Amount

(ii) The 'Redemption Amount' for each of the Class A Special shares shall be equal to the aggregate fair market value of the property transferred to the Corporation as consideration for the issue of Class A Special shares (the 'property') as of the date of the transfer (the 'Valuation Date') less the fair market value of the non-share consideration if any, given by the Corporation to such shareholder at the time of the transfer divided by the number of Class A Special shares issued. The fair market value of the property transferred and of the non-share consideration given, if any, shall be determined as of the date of the transfer by the Board of Directors; provided that if at any time Canada Revenue Agency or other taxing authority shall assert by assessment, re-assessment or otherwise that the fair market value of the property at the Valuation Date was other than the amount determined by the Board of Directors, then, with respect to all redemptions made on or after such time, the aggregate Redemption Amount for all of the Class A Special shares on the Redemption Date shall be varied to an amount which shall be equal to:

a) such amount as may be agreed to by the taxing authority, the Corporation and the Class A Special shareholders to have been the fair market value of the property on the Valuation Date; or

b) in the absence of such agreement, such amount as shall be determined by a court having jurisdiction in the matter (after all appeal rights have been exhausted or all times for appeal have expired without appeals having been taken) to be the fair market value of the property on the Valuation Date; and

provided that any adjustment to the Redemption Amount of any Class A Special shares redeemed prior to such time shall be deemed to be a shareholder loan receivable or payable of the Corporation as the case may be;

Redeemable at the Option of the Corporation

(iii) The Corporation may, upon giving notice as hereinafter provided, redeem the whole or any part of the Class A Special shares on payment for each share to be redeemed of the Redemption Amount, together with all dividends declared thereon and unpaid; not less than thirty (30) days written notice of such redemption shall be given by mailing such notice to the registered holders of

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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:
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 que peut être émise en série:

the Class A Special shares to be redeemed, specifying the date and place or places of such redemption; if notice of any such redemption be given by the Corporation in the manner aforesaid and an amount sufficient to redeem the shares shall be deposited with any trust company or chartered bank in Canada, as specified in the notice, on or before the date fixed for redemption, dividends on the Class A Special shares to be redeemed shall cease after the date so fixed for redemption and the holders thereof shall thereafter have no rights against the Corporation in respect thereof except, upon the surrender of certificates for such shares, to receive payment thereof out of the moneys so deposited;

Redeemable at the Option of the Holder (Retraction)

(iv) The holder of a Class A Special share may, upon giving notice as hereinafter provided, require the Corporation to redeem the whole or any part of the Class A Special Shares then held by him on payment for each share to be redeemed of the Redemption Amount, together with all dividends declared thereon and unpaid; not less than thirty (30) days written notice of such requirement to redeem shall be given by mailing such notice to the Secretary of the Corporation at the Corporation's head office; upon receipt of such notice, the Corporation shall, on or before the expiration of the time allowed for redemption, pay to the registered shareholder an amount sufficient to redeem the shares and upon such payment, the Corporation shall require the surrender of such share certificate;

Liquidation, Dissolution or Winding Up

(v) In the event of the liquidation, dissolution, or winding up of the Corporation, or any other distribution of assets or property of the Corporation among its shareholders for the purposes of winding up its affairs, the holders of the Class A Special shares shall be entitled to receive from the assets and property of the Corporation, a sum equivalent to the Redemption Amount of all Class A Special shares held by them respectively before any amount shall be paid or any property or assets of the Corporation transferred to the holders of any of the Common shares or the holders of the Class B Special shares, or any other class ranking junior to the Class A Special shares. After payment to the holders of the Class A Special shares of the amounts so payable to them as above provided, they shall not be entitled to share in any further distribution of the assets or property of the Corporation;

Non-Participation

(vi) The Class A Special shares shall rank as regard to return of capital in priority to all other shares of the Corporation, but shall not confer any further right to participate in profits or assets;

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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:
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 que peut être émise en série:

Non-Voting

(vii) The holders of the Class A Special shares shall not be entitled to receive notice of or to attend any meetings of the shareholders of the Corporation and shall not be entitled to vote at any such meetings. The holders of the Class A Special shares shall, however, be entitled to notice of any meeting of the shareholders called for the purpose of authorizing the dissolution of the Corporation or the sale of its undertaking or a substantial part thereof;

Change in Preferences

(viii) Any resolution of the Corporation authorizing an amendment of articles to delete or vary any preference, right, condition, restriction, limitation or prohibition attaching to the Class A Special shares shall require, in addition to the authorization by a special resolution, the approval of at least two-thirds (2/3) of the votes cast at a meeting of the shareholders of the Class A Special Shares duly called for the purpose of considering such amendment of the articles of incorporation;

Restrictions on Transfer

(ix) There are no restrictions on the transfer of any Class A Special shares by the holders thereof except as may be imposed under the provisions of the Ontario Business Corporations Act or the Income Tax Act (Canada), or except as may be set out in these Articles;

Prohibition on Dividends

(x) The Corporation shall be prohibited from paying dividends on any issued and outstanding shares of the Corporation if payment of the dividend would result in the Corporation having insufficient net assets to redeem the Class A Special shares for their aggregate Redemption Amount including all declared and unpaid dividends;

Failure to Redeem, Erosion of Net Assets

(xi) Where the Corporation fails to redeem the Class A Special shares after receiving notice pursuant to paragraph (iv) herein, or where the net assets of the Corporation are less than the aggregate Redemption Amount of all issued and outstanding Class A Special shares then, the holders of the Class A Special shares may, with the approval of at least two-thirds (2/3) of the votes cast at a meeting of the holders of the Class A Special shares duly called for the

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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:
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 que peut être émise en série:

purpose require that the Corporation pay dividends to the holders of the Class A Special shares at the rate determined in accordance with paragraph (i) herein on a cumulative basis, until such time as the shares required to be redeemed by the holders thereof are redeemed or the net assets of the Corporation equal or exceed the aggregate Redemption Amount of all issued and outstanding Class A Special shares.

CLASS B SPECIAL SHARES

6. The Class B Special shares shall, as a class, have attached thereto the following rights, privileges, restrictions, conditions and limitations:

Dividends

- (i) The holder of the Class B Special shares in each year shall in the discretion of the Directors, for such year, be entitled, out of any or all profits or surplus available for dividends, to non-cumulative dividends at a rate determined from time to time by the Board of Directors on the redemption amount of the Class B Special shares at the time of their issuance by the Corporation;

Redemption Amount

- (ii) The 'Redemption Amount' for each of the Class B Special shares shall be equal to the aggregate fair market value of the property transferred to the Corporation as consideration for the issue of Class B Special shares (the 'property') as of the date of the transfer (the 'Valuation Date') less the fair market value of the non-share consideration if any, given by the Corporation to such shareholder at the time of the transfer divided by the number of Class B Special shares issued. The fair market value of the property transferred and of the non-share consideration given, if any, shall be determined as of the date of the transfer by the Board of Directors; provided that if at any time Canada Revenue Agency or other taxing authority shall assert by assessment, re-assessment or otherwise that the fair market value of the property at the Valuation Date was other than the amount determined by the Board of Directors, then, with respect to all redemptions made on or after such time, the aggregate Redemption Amount for all of the Class B Special shares on the Redemption Date shall be varied to an amount which shall be equal to:

- (a) such amount as may be agreed to by the taxing authority, the Corporation and the Class B Special shareholders to have been the fair market value of the property on the Valuation Date; or

- (b) in the absence of such agreement, such amount as shall be determined by a court having jurisdiction in the matter (after all appeal rights

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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:
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 que peut être émise en série:

have been exhausted or all times for appeal have expired without appeals having been taken) to be the fair market value of the property on the Valuation Date; and

provided that any adjustment to the Redemption Amount of any Class B Special shares redeemed prior to such time shall be deemed to be a shareholder loan receivable or payable of the Corporation as the case may be;

Redeemable at the Option of the Corporation

(iii) The Corporation may, upon giving notice as hereinafter provided, redeem the whole or any part of the Class B Special shares on payment for each share to be redeemed of the Redemption Amount, together with all dividends declared thereon and unpaid; not less than thirty (30) days written notice of such redemption shall be given by mailing such notice to the registered holders of the Class B Special shares to be redeemed, specifying the date and place or places of such redemption; if notice of any such redemption be given by the Corporation in the manner aforesaid and an amount sufficient to redeem the shares shall be deposited with any trust company or chartered bank in Canada, as specified in the notice, on or before the date fixed for redemption, dividends on the Class B Special shares to be redeemed shall cease after the date so fixed for redemption and the holders thereof shall thereafter have no rights against the Corporation in respect thereof except, upon the surrender of certificates for such shares, to receive payment thereof out of the moneys so deposited;

Redeemable at the Option of the Holder (Retraction)

(iv) The holder of a Class B Special Share may, upon giving notice as hereinafter provided, require the Corporation to redeem the whole or any part of the Class B Special Shares then held by him on payment for each share to be redeemed of the Redemption Amount, together with all dividends declared thereon and unpaid; not less than thirty (30) days written notice of such requirement to redeem shall be given by mailing such notice to the Secretary of the Corporation at the Corporation's head office; upon receipt of such notice, the Corporation shall, on or before the expiration of the time allowed for redemption, pay to the registered shareholder an amount sufficient to redeem the shares and upon such payment, the Corporation shall require the surrender of such share certificate;

Liquidation, Dissolution or Winding Up

(v) In the event of the liquidation, dissolution, or winding up of the Corporation, or any other distribution of assets or property of the Corporation among its shareholders for the purposes of winding up its affairs, the holders

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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:
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 que peut être émise en série;

of the Class B Special shares shall be entitled, after payment of the Redemption Amount to all holders of the issued and outstanding Class A Special shares, to receive from the assets and property of the Corporation, a sum equivalent to the Redemption Amount of all Class B Special shares held by them respectively before any amount shall be paid or any property or assets of the Corporation transferred to the holders of any of the Common shares or any other class ranking junior to the Class B Special shares. After payment to the holders of the Class B Special shares of the amounts so payable to them as above provided, they shall not be entitled to share in any further distribution of the assets or property of the Corporation;

Non-Participation

- (vi) The Class B Special shares shall rank as regard to return of capital in priority to all other shares of the Corporation, save for Class A Special shares, but shall not confer any further right to participate in profits or assets;

Voting

- (vii) The holders of Class B Special Shares shall be entitled to receive notice of and to attend all meetings of the shareholders of the Corporation, except meetings at which only holders of other classes or series of shares are entitled to attend, and at all such meetings shall be entitled to one (1) vote, in person or by proxy, in respect of each Class B Special share held by such holder;

Restrictions on Transfer

- (viii) There are no restrictions on the transfer of any Class B Special shares by the holders thereof except as may be imposed under the provisions of the Ontario Business Corporations Act or the Income Tax Act (Canada), or except as may be set out in these Articles;

Prohibition on Dividends

- (ix) The Corporation shall be prohibited from paying dividends on any issued and outstanding shares of the Corporation if payment of the dividend would result in the Corporation having insufficient net assets to redeem the Class B Special shares for their aggregate Redemption Amount, including all declared and unpaid dividends;

Failure to Redeem, Erosion of Net Assets

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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:
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 que peut être émise en série:

(x) Where the Corporation fails to redeem the Class B Special shares after receiving notice pursuant to paragraph (iv) herein, or where the net assets of the Corporation less the aggregate redemption value of the Class A Special shares are less than the aggregate Redemption Amount of all issued and outstanding Class B Special shares then, the holders of the Class B Special shares may, with the approval of at least two-thirds (2/3) of the votes cast at a meeting of the holders of the Class B Special shares duly called for the purpose require that the Corporation pay dividends to the holders of the Class B Special shares at the rate determined in accordance with paragraph (i) herein on a cumulative basis, until such time as the shares required to be redeemed by the Corporation are redeemed or the net assets of the Corporation less the aggregate Redemption Amount of all issued and outstanding Class A Special shares equal or exceed the aggregate Redemption Amount of all issued and outstanding Class B Special shares;

EXCLUSIVE PAYMENT OF DIVIDENDS

7. Dividends may be paid on any class of shares, either Common or Special, to the exclusion of every other class.

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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:

The right to transfer shares of the Corporation shall be restricted in that no transfer of any share of the Corporation shall be valid, until such transfer shall have been approved by the Board of Directors of the Corporation.

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9. Other provisions, (if any, are):

Autres dispositions, s'il y a lieu:

(a) That the board of directors may from time to time, in such amounts and on such terms as it deems expedient:

(i) borrow money on the credit of the Corporation;

(ii) issue, reissue, sell or pledge debt obligations (including bonds, debentures, notes or other evidences of indebtedness or guarantee, secured or unsecured) of the Corporation;

(iii) to the extent permitted by the Business Corporations Act (as from time to time amended) give directly or indirectly financial assistance to any person by means of a loan, a guarantee or otherwise on behalf of the Corporation to secure performance of any present or future indebtedness, liability or obligation of any person; and

(iv) charge, mortgage, hypothecate, pledge or otherwise create a security interest in all or any of the currently owned or subsequently acquired real or personal, movable or immovable property of the Corporation, franchises and undertaking, to secure any debt obligations or any money borrowed, or other debt or liability of the Corporation.

(b) To the extent permitted by the Business Corporations Act (as from time to time amended), that the board of directors may from time to time delegate to such one or more of the directors and officers of the Corporation as may be designated by the board all or any of the powers conferred on the board above to such extent and in such manner as the board shall determine at the time of each such delegation.

(c) That the outstanding securities of the Corporation are beneficially owned, directly or indirectly, by not more than fifty persons or companies, exclusive of:

(i) persons or companies that are, or at the time they last acquired securities of the Corporation were, accredited investors (as defined under applicable Ontario securities laws, as may be amended from time to time); and

(ii) current or former directors, officers or employees of the Corporation or a corporation, company, syndicate, partnership, trust or unincorporated organization (each, an "Entity") affiliated (as defined under applicable Ontario securities laws, as may be amended from time to time) with the Corporation, or current or former consultants (as defined under applicable Ontario securities laws, as may be amended from time to time), who in each case beneficially own only securities of the Corporation that were issued as compensation by, or under an incentive plan of, the Corporation or an Entity affiliated with the

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9. Other provisions, (if any, are):
Autres dispositions, s'il y a lieu:

Corporation;

provided that:

(A) two or more persons who are the joint registered holders of one or more securities of the Corporation shall be counted as one beneficial owner of those securities; and

(B) an Entity shall be counted as one beneficial owner of the securities of the Corporation unless such Entity has been created or is being used primarily for the purpose of acquiring or holding securities of the Corporation, in which event each beneficial owner of an equity interest in the Entity or each beneficiary of the Entity, as the case may be, shall be counted as a separate beneficial owner of those securities of the Corporation.

(d) That subject to the provisions of the Business Corporations Act, the Corporation shall have a lien on the shares registered in the name of a shareholder who is indebted to the Corporation to the extent of such debt.

(e) That subject to the provisions of the Business Corporations Act, the Corporation may purchase any of its issued shares.

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

First name, initials and last name
or corporate name

*Prénom, initiale et nom de
famille ou dénomination sociale*

Full address for service or address of registered office or of principal place of business
giving street & No. or R.R. No., municipality and postal code
*Domicile élu, adresse du siège social au 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*

* BLAIR DANIEL MCKEIL

208 HILLYARD STREET

HAMILTON ONTARIO
CANADA L8L 6B6

Name of Corporation
PORT DOVER DEVELOPMENTS INC.

Ontario Corporation Number
2553894

Request ID
19748396

ADDITIONAL INFORMATION FOR ELECTRONIC INCORPORATION

CONTACT PERSON

First Name	Last Name
Scott	Henderson
Name of Law Firm	
Brechin & Huffman	

ADDRESS

Street #	Street Name	Suite #	
3365	Harvester Road	109	
Additional Information		City	
		Burlington	
Province	Country	Postal Code	
ONTARIO	CANADA	L7N 3N2	

TELEPHONE #: 905-681-2476

NUANS SEARCH DETAILS

Corporate Name Searched on NUANS (1)
PORT DOVER DEVELOPMENTS INC.

NUANS Reservation Reference #
120122479

Date of NUANS Report
2016/12/20

Name of Corporation
PORT DOVER DEVELOPMENTS INC.

Ontario Corporation Number
2553894

Request ID
19748396

ELECTRONIC INCORPORATION TERMS AND CONDITIONS

The following are the terms and conditions for the electronic filing of Articles of Incorporation under the Ontario *Business Corporations Act* (OBCA) with the Ministry of Government Services. Agreement to these terms and conditions by at least one of the incorporators listed in article 10 of the Articles of Incorporation is a mandatory requirement for electronic incorporation.

- 1) The applicant is required to obtain an Ontario biased or weighted NUANS search report for the proposed name. The applicant must provide the NUANS name searched, the NUANS reservation number and the date of the NUANS report. The NUANS report must be kept in electronic or paper format at the corporation's registered office address.
- 2) All first directors named in the articles must sign a consent in the prescribed form. The original consent must be kept at the corporation's registered office address.
- 3) A Corporation acquiring a name identical to that of another corporation must indicate that due diligence has been exercised in verifying that the Corporation meets the requirements of Subsection 6(1) of Regulation 62 made under the OBCA. Otherwise, the Corporation is required to obtain a legal opinion on legal letterhead signed by a lawyer qualified to practise in Ontario that clearly indicates that the corporations involved comply with Subsection 6(2) of that Regulation by referring to each clause specifically. The original of this legal opinion must be kept at the Corporation's registered office address. The applicant must complete the electronic version of this legal opinion provided by one of the Service Providers under contract with the Ministry.
- 4) The date of the Certificate of Incorporation will be the date the articles are updated to the ONBIS electronic public record database. Articles submitted electronically outside MGS, ONBIS access hours, will receive an endorsement date effective the next business day when the system resumes operation, if the submitted Articles of Incorporation meet all requirements for electronic incorporation. Articles of Incorporation submitted during system difficulties will receive an endorsement date effective the date the articles are updated to the ONBIS system.
- 5) The electronic Articles of Incorporation must be in the format approved by the Ministry and submitted through one of the Service Providers under contract with the Ministry.
- 6) Upon receipt of the Certificate of Incorporation issued by the ONBIS system, a duplicate copy of the Articles of Incorporation with the Ontario Corporation Number and the Certificate of Incorporation must be kept in paper or electronic format. The Ministry will print and microfilm copies of the Certificate of Incorporation, the Articles of Incorporation and any other documentation submitted electronically. These will be considered the true original filed copies.
- 7) The sole responsibility for correctness and completeness of the Articles of Incorporation, and for compliance with the OBCA and all regulations made under it, lies with the incorporator(s) and/or their legal advisor(s), if any.

The incorporator(s) have read the above Terms and Conditions and they understand and agree to them.

I am an incorporator or I am duly authorized to represent and bind the incorporator(s).

First Name
Blair/Rick

Last Name
McKeil/Hedde

Form 1 - Ontario Corporation Initial Return / Notice of Change
Formule 1 - Personnes morales de l'Ontario Rapport initial / Avis de modification
Corporations Information Act / Loi sur les renseignements exigés des personnes morales

Please type or print all information in block capital letters using black ink.
Prière de dactylographier les renseignements ou de les écrire en caractères d'imprimerie à l'encre noire.

1.	Notice of Change	
	Initial Return Rapport initial	Avis de modification
Business Corporation/ Société par actions	☒	☐
Not-For-Profit Corporation/ Personne morale sans but lucratif	☐	☐

2. Ontario Corporation Number Numéro matricule de la personne morale en Ontario 2553894	3. Date of Incorporation or Amalgamation/ Date de constitution ou fusion Year/Année Month/Mois Day/Jour 2016 12 29	For Ministry Use Only À l'usage du ministère seulement
4. Corporation Name Including Punctuation/Raison sociale de la personne morale, y compris la ponctuation PORT DOVER DEVELOPMENTS INC.		

5. Address of Registered or Head Office/Adresse du siège social c/o / a/s BLAIR DANIEL MCKEIL		For Ministry Use Only À l'usage du ministère seulement
Street No./N° civique 208	Street Name/Nom de la rue HILLYARD STREET	
Suite/Bureau		
City/Town/Ville HAMILTON		
Postal Code/Code postal L8L 6B6		

6. Mailing Address/Adresse postale		☒ Same as Registered or Head Office/ Même que siège social ☐ Not Applicable/ Ne s'applique pas
Street No./N° civique	Street Name/Nom de la rue	
Suite/Bureau		
City/Town/Ville		
Province, State/Province, État	Country/Pays	
Postal Code/Code postal		

7. Language of Preference/Langue préférée	English - Anglais ☒	French - Français ☐
---	---	--

8. Information on Directors/Officers must be completed on Schedule A as requested. If additional space is required, photocopy Schedule A./Les renseignements sur les administrateurs ou les dirigeants doivent être fournis dans l'Annexe A, tel que demandé. Si vous avez besoin de plus d'espace, vous pouvez photocopier l'Annexe A.	
Number of Schedule A(s) submitted/Nombre d'Annexes A présentées	1 (At least one Schedule A must be submitted/Au moins une Annexe A doit être présentée)

9. (Print or type name in full of the person authorizing filing / Dactylographier ou inscrire le prénom et le nom en caractères d'imprimerie de la personne qui autorise l'enregistrement)	Check appropriate box Cocher la case pertinente D) ☒ Director/Administrateur O) ☒ Officer /Dirigeant P) ☐ Other individual having knowledge of the affairs of the Corporation/Autre personne ayant connaissance des activités de la personne morale
I/Je BLAIR DANIEL MCKEIL	
certify that the information set out herein, is true and correct. atteste que les renseignements précités sont véridiques et exacts.	

Note/Remarque : Sections 13 and 14 of the Corporations Information Act provide penalties for making false or misleading statements or omissions. Les articles 13 et 14 de la Loi sur les renseignements exigés des personnes morales prévoient des peines en cas de déclaration fautive ou trompeuse, ou d'omission.

Form 1 - Ontario Corporation/Formule 1 - Personnes morales de l'Ontario Schedule A/Annexe A

For Ministry Use Only
A l'usage du ministère seulement
Page/Page _____ of/de _____

Please type or print all information in block capital letters using black ink.
Prière de dactylographier les renseignements ou de les écrire en caractères d'imprimerie à l'encre noire.

Ontario Corporation Number
Numéro matricule de la personne morale en Ontario
2553894

Date of Incorporation or Amalgamation
Date de constitution ou fusion
Year/Année Month/Mois Day/Jour
2016 12 29

DIRECTOR / OFFICER INFORMATION - RENSEIGNEMENTS RELATIFS AUX ADMINISTRATEURS/DIRIGEANTS

Full Name and Address for Service/Nom et domicile élu

Last Name/Nom de famille

MCKEIL

First Name/Prénom

BLAIR

Middle Names/Autres prénoms

DANIEL

Street Number/Numéro civique Suite/Bureau

208

Street Name/Nom de la rue

HILLYARD STREET

Street Name (cont'd)/Nom de la rue (suite)

City/Town/Ville

HAMILTON

Province, State/Province, État

ONTARIO

Country/Pays

CANADA

Postal Code/Code postal

L8L 6B6

Director Information/Renseignements relatifs aux administrateurs

Resident Canadian/
Résident canadien ☒ YES/OUI ☐ NO/NON

(Resident Canadian applies to directors of business corporations only.)
(Résident canadien ne s'applique qu'aux administrateurs de sociétés par actions)

Date Elected/
Date d'élection Year/Année Month/Mois Day/Jour
2016 12 29

Date Ceased/
Date de cessation Year/Année Month/Mois Day/Jour

Officer Information/Renseignements relatifs aux dirigeants

PRESIDENT/PRÉSIDENT
Year/Année Month/Mois Day/Jour
2016 12 29

SECRETARY/SECRÉTAIRE
Year/Année Month/Mois Day/Jour
2016 12 29

TREASURER/TRÉSORIER
Year/Année Month/Mois Day/Jour
2016 12 29

GENERAL MANAGER/
DIRECTEUR GÉNÉRAL
Year/Année Month/Mois Day/Jour

Date Ceased/
Date de cessation Year/Année Month/Mois Day/Jour

Year/Année Month/Mois Day/Jour

Year/Année Month/Mois Day/Jour

Year/Année Month/Mois Day/Jour

DIRECTOR / OFFICER INFORMATION - RENSEIGNEMENTS RELATIFS AUX ADMINISTRATEURS/DIRIGEANTS

Full Name and Address for Service/Nom et domicile élu

Last Name/Nom de famille

First Name/Prénom

Middle Names/Autres prénoms

Street Number/Numéro civique Suite/Bureau

208

Street Name/Nom de la rue

HILLYARD STREET

Street Name (cont'd)/Nom de la rue (suite)

City/Town/Ville

HAMILTON

Province, State/Province, État

ONTARIO

Country/Pays

CANADA

Postal Code/Code postal

L8L 6B6

Director Information/Renseignements relatifs aux administrateurs

Resident Canadian/
Résident canadien ☐ YES/OUI ☐ NO/NON

(Resident Canadian applies to directors of business corporations only.)
(Résident canadien ne s'applique qu'aux administrateurs de sociétés par actions)

Date Elected/
Date d'élection Year/Année Month/Mois Day/Jour

Date Ceased/
Date de cessation Year/Année Month/Mois Day/Jour

Officer Information/Renseignements relatifs aux dirigeants

PRESIDENT/PRÉSIDENT
Year/Année Month/Mois Day/Jour

SECRETARY/SECRÉTAIRE
Year/Année Month/Mois Day/Jour

TREASURER/TRÉSORIER
Year/Année Month/Mois Day/Jour

GENERAL MANAGER/
DIRECTEUR GÉNÉRAL
Year/Année Month/Mois Day/Jour

Date Ceased/
Date de cessation Year/Année Month/Mois Day/Jour

Year/Année Month/Mois Day/Jour

Year/Année Month/Mois Day/Jour

Year/Année Month/Mois Day/Jour

*OTHER TITLES (Please Specify) *AUTRES TITRES (Veuillez préciser)
Chair / Président du conseil
Chair Person / Président du conseil
Chairman / Président du conseil
Chairwoman / Présidente du conseil
Vice-Chair / Vice-président du conseil
Vice-President / Vice-président
Assistant Secretary / Secrétaire adjoint
Assistant Treasurer / Trésorier adjoint
Chief Manager / Directeur exécutif
Executive Director / Directeur administratif
Managing Director / Administrateur délégué
Chief Executive Officer / Directeur général
Chief Financial Officer /
Agent en chef des finances
Chief Information Officer /
Directeur général de l'information
Chief Operating Officer /
Administrateur en chef des opérations
Chief Administrative Officer /
Directeur général de l'administration
Comptroller / Contrôleur
Authorized Signing Officer /
Signataire autorisé
Other (Unlisted) / Autre (sans titre)

*OTHER/AUTRE
Year/Année Month/Mois Day/Jour
Year/Année Month/Mois Day/Jour
Year/Année Month/Mois Day/Jour

*OTHER TITLES (Please Specify) *AUTRES TITRES (Veuillez préciser)
Chair / Président du conseil
Chair Person / Président du conseil
Chairman / Président du conseil
Chairwoman / Présidente du conseil
Vice-Chair / Vice-président du conseil
Vice-President / Vice-président
Assistant Secretary / Secrétaire adjoint
Assistant Treasurer / Trésorier adjoint
Chief Manager / Directeur exécutif
Executive Director / Directeur administratif
Managing Director / Administrateur délégué
Chief Executive Officer / Directeur général
Chief Financial Officer /
Agent en chef des finances
Chief Information Officer /
Directeur général de l'information
Chief Operating Officer /
Administrateur en chef des opérations
Chief Administrative Officer /
Directeur général de l'administration
Comptroller / Contrôleur
Authorized Signing Officer /
Signataire autorisé
Other (Unlisted) / Autre (sans titre)

*OTHER/AUTRE
Year/Année Month/Mois Day/Jour
Year/Année Month/Mois Day/Jour
Year/Année Month/Mois Day/Jour

This information is being collected under the authority of The *Corporations Information Act* for the purpose of maintaining a public database of corporate information.

La *Loi sur les renseignements exigés des personnes morales* autorise la collecte de ces renseignements pour constituer une banque de données accessible au public.

The completed form must be mailed or delivered to:

Ministry of Government Services
Central Production and Verification Services Branch
393 University Ave, Suite 200
Toronto ON M5G 2M2

La formule dûment remplie doit être envoyée par la poste ou livrée à l'adresse suivante :

Ministère des Services gouvernementaux
Direction des services centraux de production et de vérification
393, av University, bureau 200
Toronto ON M5G 2M2

For Ministry Use Only
À l'usage exclusif du ministère



Ministry of Government
and Consumer Services

Ministère des Services
gouvernementaux et des
Services aux consommateurs

Ontario

CERTIFICATE

This is to certify that these
articles are effective on

CERTIFICAT

Ceci certifie que les présents
statuts entrent en vigueur le

Ontario Corporation Number
Numéro de la société en Ontario

2553894

AUGUST 28 AOÛT, 2019

Barbara Rackitt

①

Director / Directrice
Business Corporations Act / Loi sur les sociétés par actions

Form 3
Business
Corporations
Act

Formule 3
Loi sur les
sociétés par
actions

ARTICLES OF AMENDMENT STATUTS DE MODIFICATION

1. The name of the corporation is: (Set out in BLOCK CAPITAL LETTERS)
Dénomination sociale actuelle de la société (écrire en LETTRES MAJUSCULES SEULEMENT) :

P	O	R	T		D	O	V	E	R		D	E	V	E	L	O	P	M	E	N	T	S		I	N	C	.		

2. The name of the corporation is changed to (if applicable) : (Set out in BLOCK CAPITAL LETTERS)
Nouvelle dénomination sociale de la société (s'il y a lieu) (écrire en LETTRES MAJUSCULES SEULEMENT) :

S	H	O	R	E		D	E	V	E	L	O	P	M	E	N	T	S		L	I	M	I	T	E	D				

3. Date of incorporation/amalgamation:
Date de la constitution ou de la fusion :

2016/12/29

(Year, Month, Day)
(année, mois, jour)

4. Complete only if there is a change in the number of directors or the minimum / maximum number of directors.
Il faut remplir cette partie seulement si le nombre d'administrateurs ou si le nombre minimal ou maximal d'administrateurs a changé.

Number of directors is/are: minimum and maximum number of directors is/are:
Nombre d'administrateurs : nombres minimum et maximum d'administrateurs :

Number minimum and maximum
Nombre minimum et maximum

or
ou

5. The articles of the corporation are amended as follows:
Les statuts de la société sont modifiés de la façon suivante :

The name of the Corporation is hereby changed to: SHORE DEVELOPMENTS
LIMITED.

Q10S .J00A 8 S T2UEUA

6. The amendment has been duly authorized as required by sections 168 and 170 (as applicable) of the *Business Corporations Act*.
La modification a été dûment autorisée conformément aux articles 168 et 170 (selon le cas) de la *Loi sur les sociétés par actions*.
7. The resolution authorizing the amendment was approved by the shareholders/directors (as applicable) of the corporation on
Les actionnaires ou les administrateurs (selon le cas) de la société ont approuvé la résolution autorisant la modification le

2019, 08, 28

(Year, Month, Day)
(année, mois, jour)

These articles are signed in duplicate.
Les présents statuts sont signés en double exemplaire.

PORT DOVER DEVELOPMENTS INC.

(Print name of corporation from Article 1 on page 1)
(Veuillez écrire le nom de la société de l'article un à la page une).

By/
Par :



(Signature)
(Signature)

President
(Description of Office)
(Fonction)



Committee of Adjustment Application for Consent

Complete Application

The application must be completed by the owner or authorized agent. If the application is being submitted by an agent, the owner's written authorization is required. If the lands subject to this application are owned by more than one owner, the authorization of all owners is required. Submission of this application constitutes consent for authorized municipal staff to inspect the subject lands.

It is the responsibility of the applicant to research and evaluate the site and the proposal to ensure that the development will conform to the interests of the health, safety and welfare of future residents. Sufficient studies for the completion of the application should be carried out prior to submission and should be reflected in the application form.

Before the application is submitted

A pre-consultation meeting is not required for Committee of Adjustment applications; however, further information can be provided by Planning Department staff prior to the submission of an application. The purpose of communicating with a planner before you submit your application is: to review the proposal / application, to discuss potential issues; and to determine the required supporting information and materials to be submitted with your application before it can be considered complete by staff.

Online Application Process

All applications must be submitted online via the County's CityView Portal. The portal can be accessed here: [Welcome - CityView Portal](#). The applicant will submit the materials required as part of a complete application. Once the County confirms receipt of a complete application, the applicant will be contacted and provided further direction for payment options.

User Fees

The planning application fee will be determined when the application can be deemed complete according to Norfolk County Community Planning user fees: [User Fees | Norfolk County](#)

Cash, debit, credit or cheque payable to Norfolk County in the amount set out in the user fees By-Law that will be accepted and deposited once the application has been deemed complete.

If the subject lands are located in an area that is regulated by either the Long Point Region Conservation Authority or by the Grand River Conservation Authority an additional fee will



be required if review by the applicable agency is deemed necessary. A separate cheque payable to the Long Point Region Conservation Authority or the Grand River Conservation Authority is required in accordance with their fee schedule at the time of submission.

Grand River Conservation Authority

Plan Review fees | Grand River Conservation Authority

Long Point Region Conservation Authority

Planning Fees - Long Point Region Conservation Authority

After the application is submitted

In order for the application to be deemed complete, all of the components noted above are required. The *Planning Act* permits up to 30 days to review and deem an application complete.

Once the application has been deemed complete by the Planning Department, it is then circulated to public agencies and County departments for review and comment. A sign is provided that is required to be posted on the subject lands summarizing the application and identifying the committee meeting date. The comments received from members of the community will be included in the planning report and given consideration.

Additional studies required as part of the complete application shall be at the sole expense of the applicant. Any required peer reviews shall be at the expense of the applicant. The peer reviewer shall be selected by the County.

If the application is withdrawn prior to the circulation to commenting agencies, the entire original fee will be refunded. If withdrawn after the circulation to agencies, half the original fee will be refunded. No refund is available after the public meeting and/or approval of application.

Notification Sign Requirements

Planning Department staff may post a notification sign on your property in advance of the public meeting on your behalf. Please keep this sign posted until you have received a notice in the mail indicating that the Secretary Treasurer received no appeals.

It is the applicant's responsibly to ensure that the sign is correctly posted within the statutory timeframes, according to the *Planning Act*. Failure to post a sign in advance of the public meeting in accordance with statutory requirements will impact the timing of the Committee of Adjustment meeting. Applicants are responsible for removing the sign following the appeal period. The signs are recyclable and can be placed in your blue box.

Contact Us

For additional information or assistance in completing this application, please contact a planner at 519-426-5870 ext. 8159 or coa@norfolkcounty.ca



For Office Use Only:

File Number	_____	Application Fee	_____
Related File Number	_____	Conservation Authority Fee	_____
Pre-consultation Meeting	_____	Well & Septic Info Provided	_____
Application Submitted	_____	Planner	_____
Complete Application	_____	Public Notice Sign	_____

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

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

Property Assessment Roll Number: 334-010-27100-0000

A. Applicant Information

Name of Owner Shore Developments Limited

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 5135 Fairview Street
Town and Postal Code Burlington ON, L7L 4W8
Phone Number 289-2194691
Cell Number _____
Email april@bwinvest.ca

Name of Authorized Applicant Armstrong Planning & Project Management
Address 1600 Steeles Avenue West, Suit 318
Town and Postal Code Vaughan ON, L4K 4M2
Phone Number 416-44-3300x 3005
Cell Number _____
Email courtney@armstrongplan.ca



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:

B. Location, Legal Description and Property Information

1. Legal Description (include Geographic Township, Concession Number, Lot Number,

Block Number and Urban Area or Hamlet):

Lots 4,5 BLOCK 36 PLAN 207, PART LOT 3 BLOCK 36 PLAN 207 AS IN NR329797 SUBJECT TO AN EASEMENT AS IN NR32979 TOGETHER

AN EASEMENT AN IN NR329797 NORFOLK COUNTY LOT 6 BLOCK 36 PLAN 207 EXCEPT PART 2 PLAN 37R9019 NORFOLK COUNTY

225 Chapman Street East, Port Dover

Municipal Civic Address:

Land acquisition date (if known):

Present Official Plan Designation(s):

Present Zoning: R4(H), 14.1026

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

☒ Yes ☐ No

If yes, please specify:

Special Provision 14.1026

3. Present use of the subject lands:

Vacant



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	0
Number of Storey(s) for Existing Buildings/Structures	0	0
Number of Proposed Buildings/Structures	0	2
Number of Storey(s) for Proposed Buildings/Structures	n/a	
Number of Dwelling Units per lot	0	8

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:
- 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.)	450 sqm / 195sq.m	311 sq. m	2,237.9 sq.m
Lot frontage (m)	15m / 30m	4.7m	61.42m
Lot depth (m)		varied	varied
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

634.7 sq. m / 14.758 m

1. Proposed final lot size and frontage of the benefitting lot ~~626sq.m / 15m~~

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

33401026900



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): _____



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.

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.



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.

The owner acknowledges and agrees that it is their solicitor's responsibility on behalf of the owner to undertake the registration of postclosures of any charges in favour of 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 postclosures 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.

August 24, 2026

Digitally signed by Stephen Armstrong
Date: 2026.08.24 13:19:30 -0400

Date

Owner/Applicant/Agent Signature

1. 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 Shore Developments Limited am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Armstrong Planning & Project Management 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.

8/24/2026

Bar Michel

Date

Owner

Date

Owner

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



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.

Stephen Armstrong Digitally signed by Stephen Armstrong
Date: 2026.08.24 13:15:35 -04'00'

August 24, 2026

Owner/Applicant/Agent Signature

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 Shore Developments Limited am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Armstrong Planning & Project Management 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.

Signed by:

8/24/2026

Blair McNeil

F66CF2B78C4C424...

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.

I, Stephen Armstrong of Armstrong Planning & Project Management

City of Vaughan

In Region of York

This 24 day of May

A.D., 20²⁶ **Stephen Gregory Armstrong, a
Commissioner, etc., Province of Ontario, for
Armstrong Planning & Project Management
Expires September 12, 2026**

Page 15 of 15

AUGUST 24, 2026

PROJECT NO: 3078-7787

SENT VIA: EMAIL

Armstrong Planning
1600 Steeles Ave West, Suite 318
Vaughan, ON, L4K 4M2

Attention: Courtney Mark

**RE: SEVERANCE APPLICATION LETTER – SERVICING CONFIRMATION
225 CHAPMAN STREET**

Dear Courtney,

This letter has been prepared in support of the Severance Application for the property located at 225 Chapman Street in Port Dover, Norfolk County.

A Subsurface Utility Engineering Investigation was completed by 4Sight Utility Engineers (June 1, 2026) to identify and locate existing infrastructure within the right-of-way limits adjacent to the 230 Chapman Street and 2 Lynn Street properties. This investigation has been appended to the end of this letter. The investigation identifies a 300mm PVC storm sewer, 200mm PVC sanitary sewer, and a 300mm DI watermain along the frontage of the 225 Chapman Street property. Additionally, Bell, fiber optic, and gas main utility services were identified along the site frontage.

Based on the results of the Subsurface Utility Engineering Investigation, there is existing municipal infrastructure available within Chapman Street to service the proposed townhouses at the 225 Chapman Street property.

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

Sincerely,

C.F. CROZIER & ASSOCIATES INC.



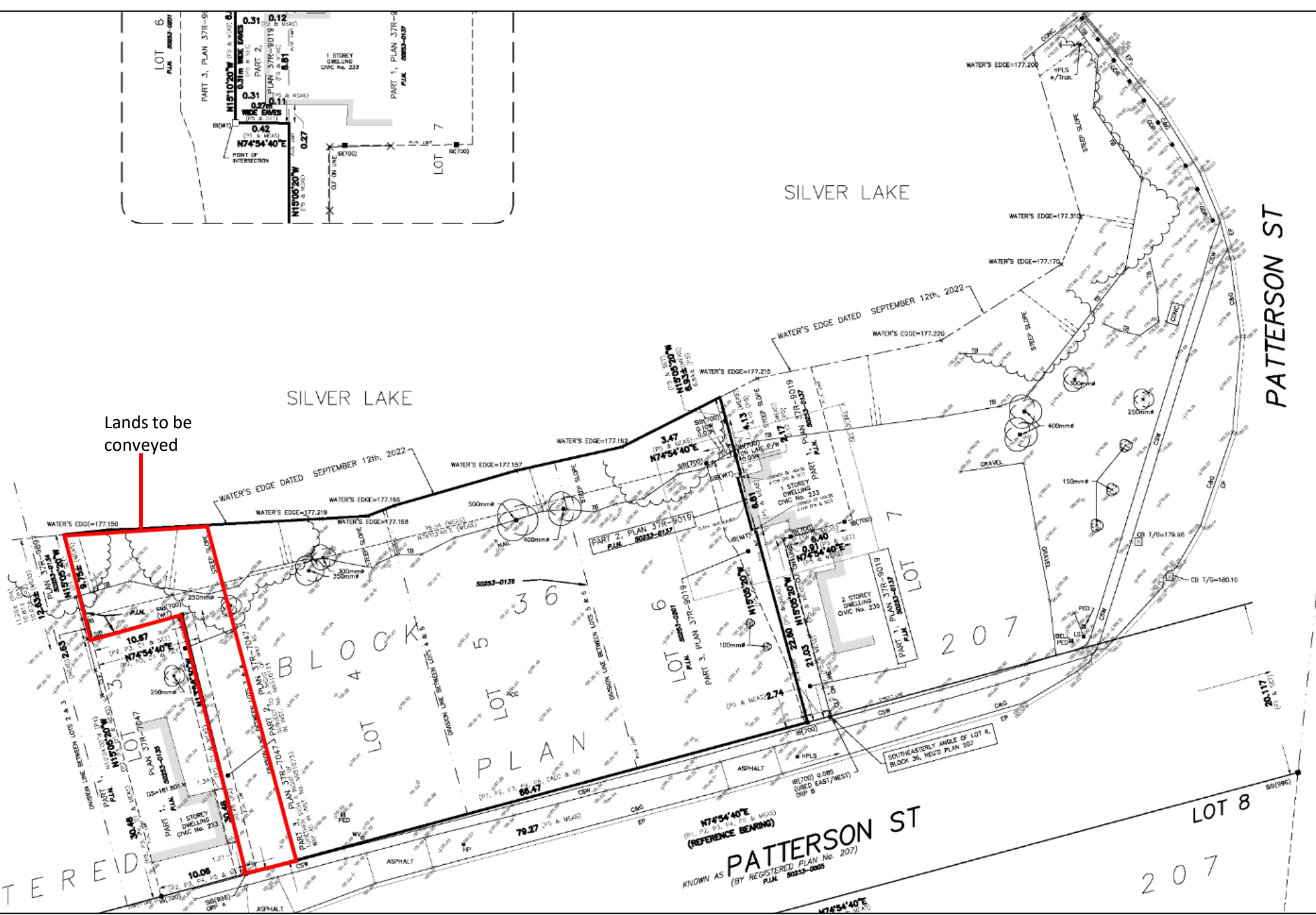
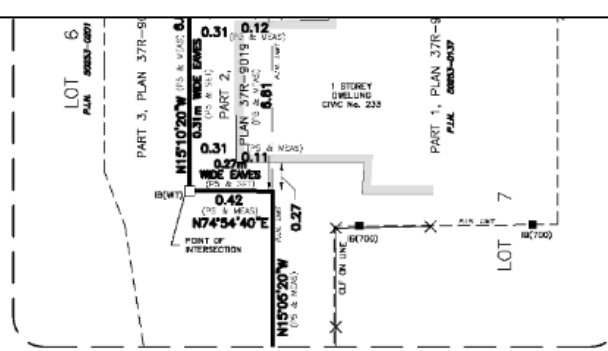
Brent Layton, P.Eng.
Project Manager
/bl

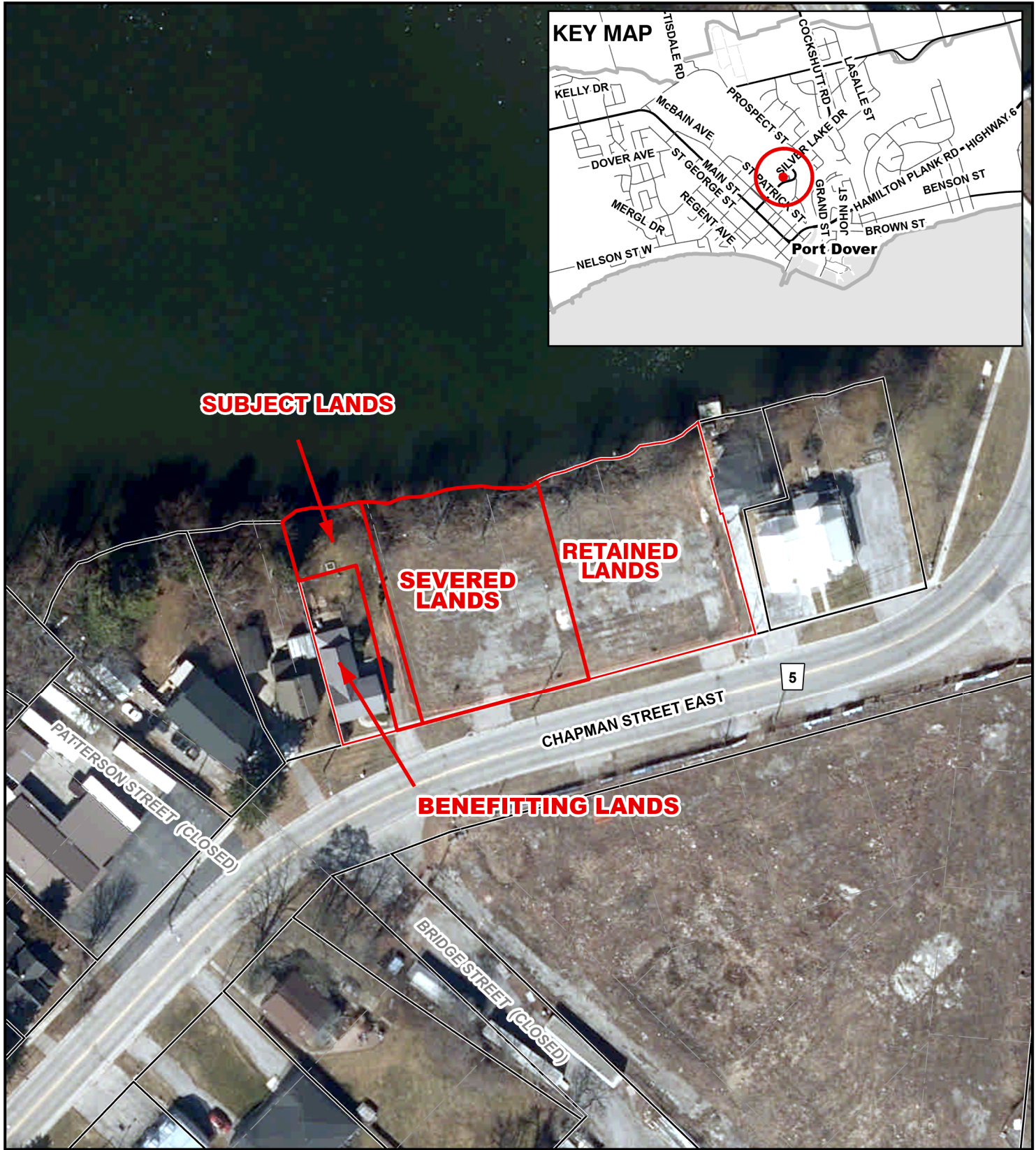
Enclosure:

Subsurface Utility Engineering Investigation was completed by 4Sight Utility Engineers (June 1, 2026)

J:\3000\3078 - Shore Developments Limited\7787 - 230 Chapman Street East\Letters\2026.08.21 Severance Application Letter.docx

DENOTES	BOTTOM OF BANK
DENOTES	TOP OF GRATE
DENOTES	BENCH MARK
DENOTES	CONIFEROUS TREE
DENOTES	DECIDUOUS TREE
DENOTES	EXISTING ELEVATION

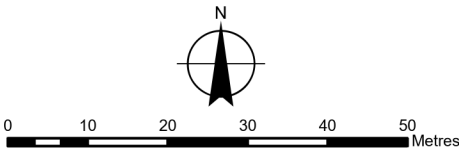


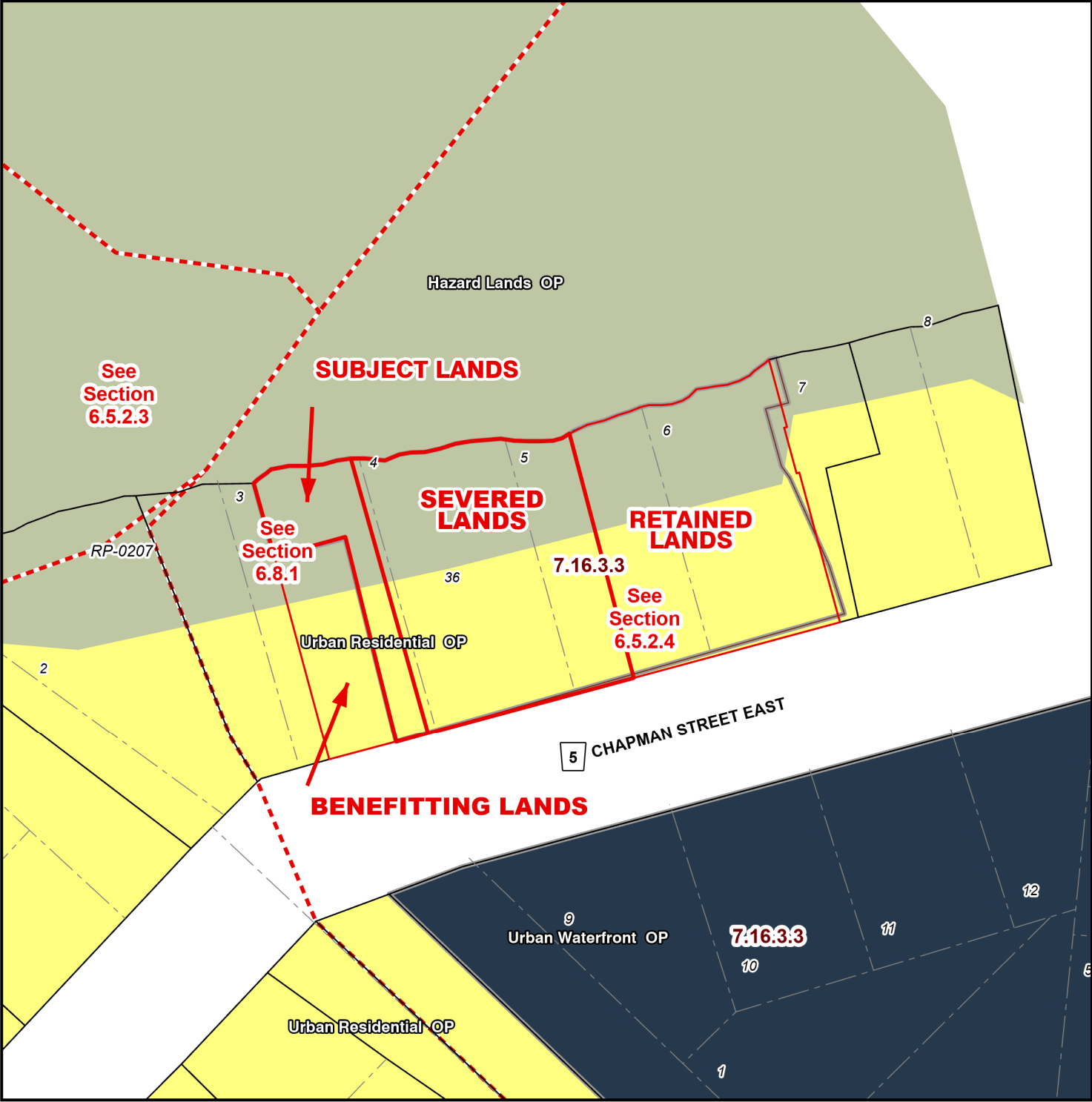


- Legend
-  Subject Lands
 -  Lands Owned

9/15/2026

2025 Air Photo

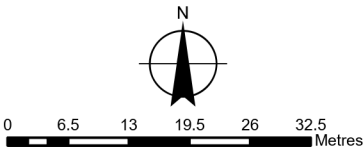


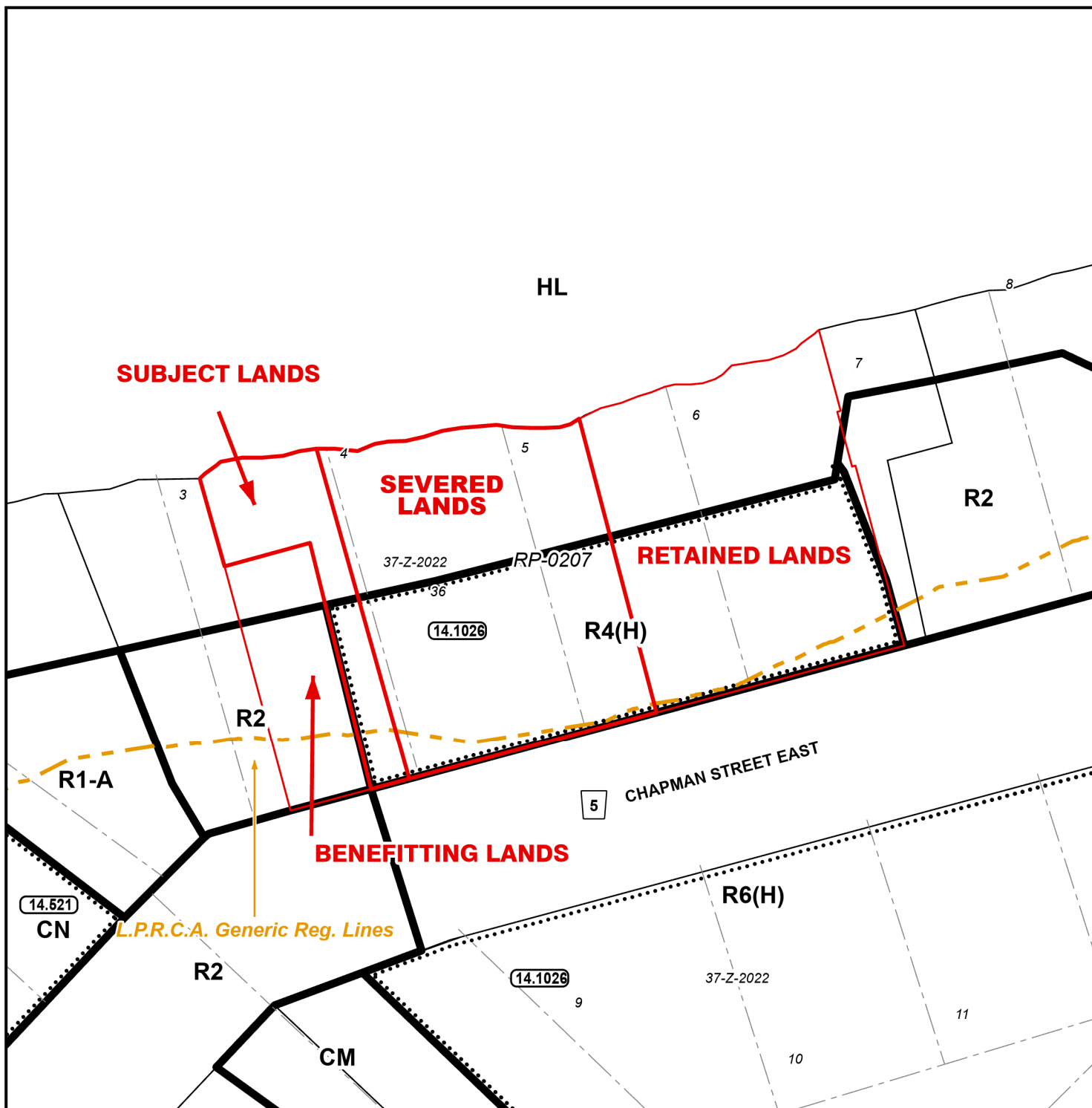


Legend

- Subject Lands
- Lands Owned

Official Plan Designations	
	Hazard Lands
	Urban Residential
	Urban Waterfront
	Special Policy Area
	Urban Area Boundary





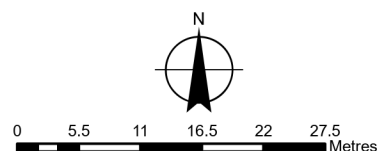
LEGEND

- Subject Lands
- Lands Owned
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

9/15/2026

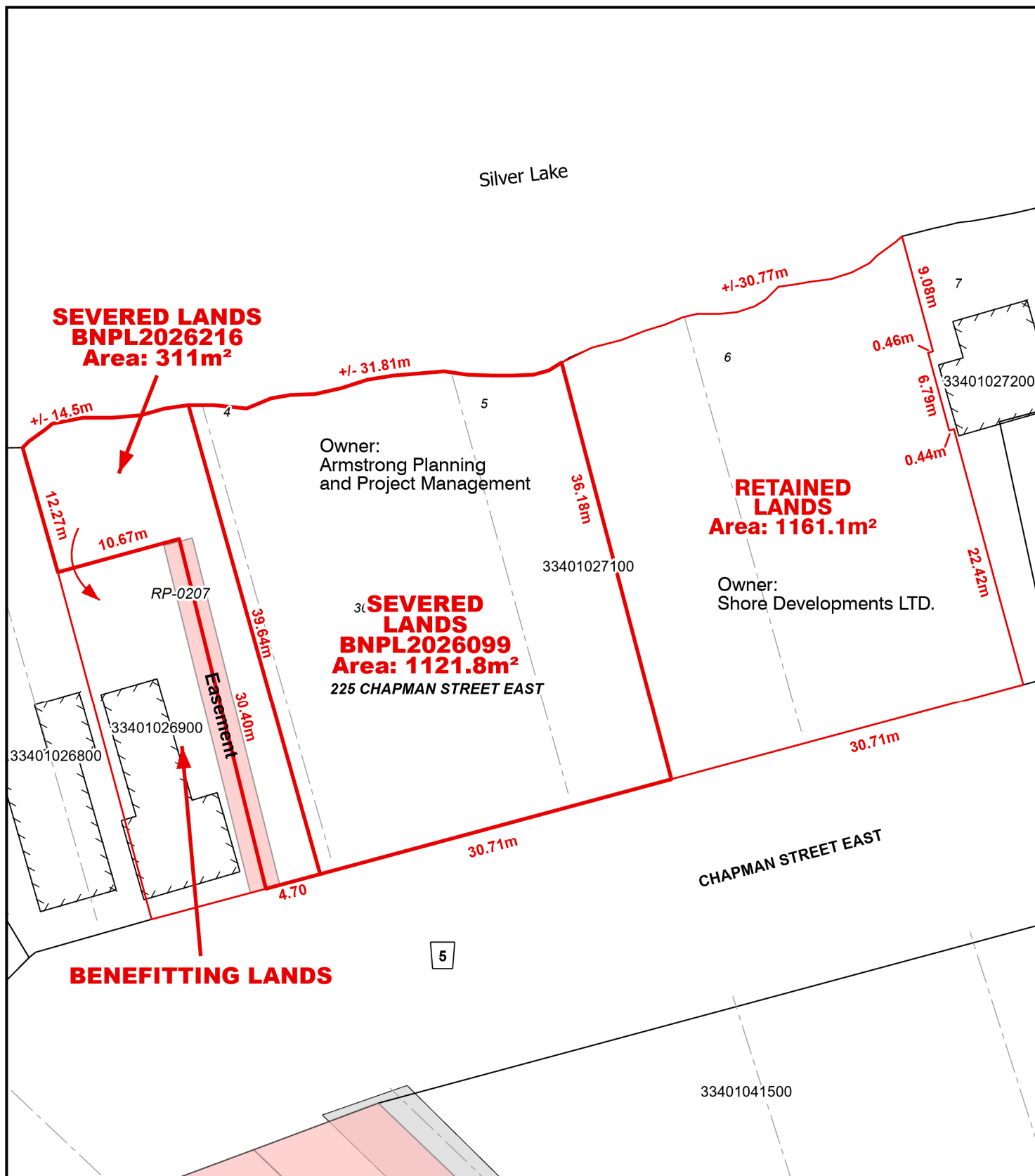
- (H) - Holding
- CM - Marine Commercial Zone
- CN - Neighbourhood Commercial Zone
- HL - Hazard Land Zone
- R1-A - Residential R1-A Zone
- R2 - Residential R2 Zone
- R4 - Residential R4 Zone
- R6 - Residential R6 Zone



MAP D

CONCEPTUAL PLAN Urban Area of PORT DOVER

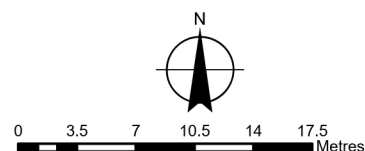
BNPL2026099
BNPL2026216



Legend

- Subject Lands
- Easements
- Lands Owned

9/15/2026



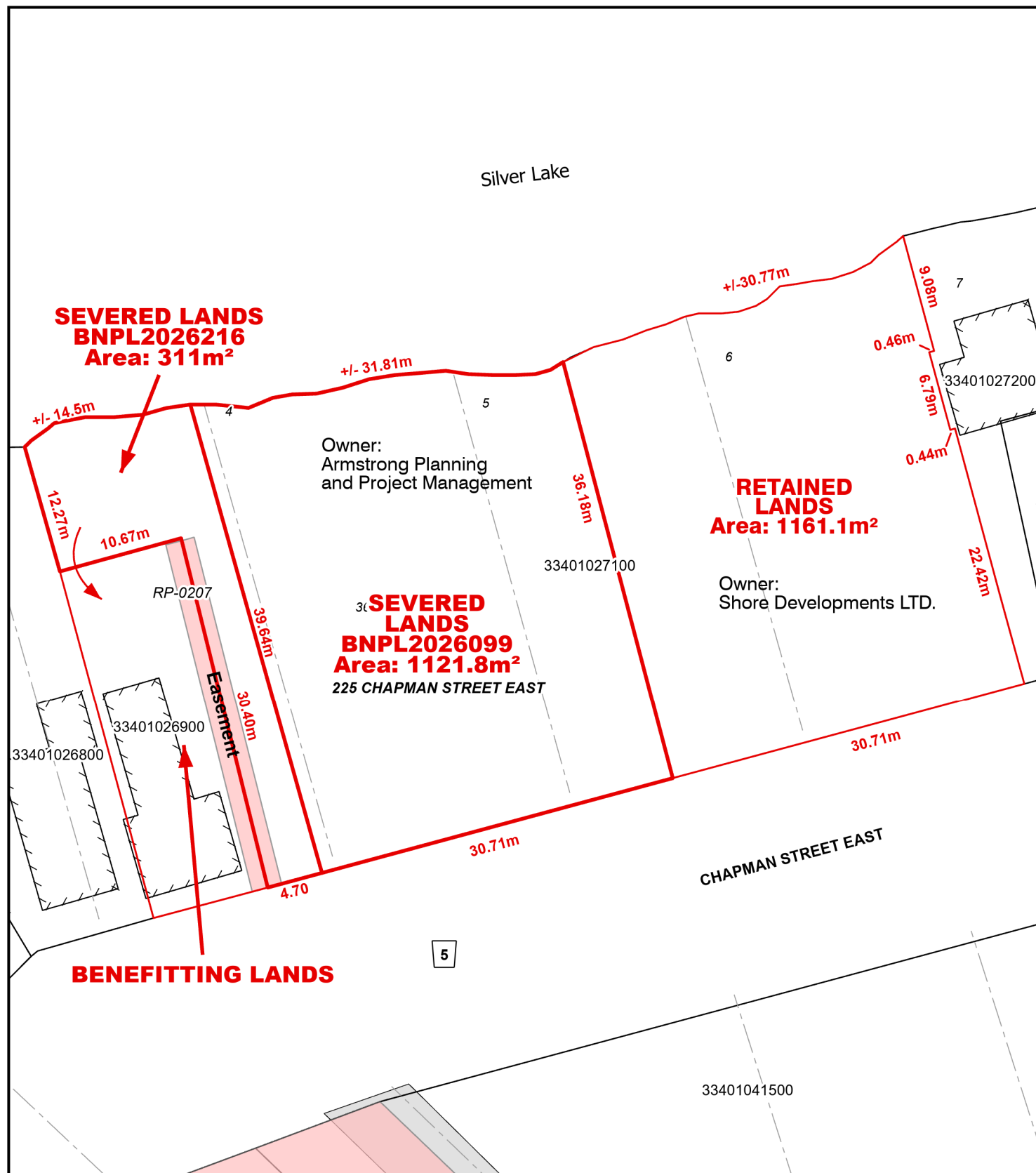
LOCATION OF LANDS AFFECTED

CONCEPTUAL PLAN

Urban Area of PORT DOVER

BNPL2026099

BNPL2026216



Legend

- Subject Lands
- Easements
- Lands Owned

9/15/2026

