

File Number	ZNA2018115	SPRT Meeting	-
Related File Number	BNR2016004-015	Application Fee	\$12676
Pre-consultation Meeting	April 12/18	Conservation Authority Fee	-
Application Submitted	May 30/18	OSSD Form Provided	-
Complete Application	June 1/19	Planner	Aisha
Public Notice Sign			

<input type="checkbox"/>	Official Plan Amendment
<input checked="" type="checkbox"/>	Zoning By-Law Amendment
<input type="checkbox"/>	Temporary Use By-law
<input type="checkbox"/>	Draft Plan of Subdivision/Vacant Land Condominium
<input type="checkbox"/>	Condominium Exemption
<input type="checkbox"/>	Site Plan Application
<input type="checkbox"/>	Consent/Severance
<input type="checkbox"/>	Minor Variance
<input type="checkbox"/>	Easement/Right-of-Way
<input type="checkbox"/>	Extension of a Temporary Use By-law
<input type="checkbox"/>	Part Lot Control
<input type="checkbox"/>	Cash-in-Lieu of Parking
<input type="checkbox"/>	Renewable Energy Project or Radio Communication Tower

Name of Applicant Same as owner
Address _____
Town and Postal Code _____
Phone Number _____
Cell Number _____
Email _____

Name of Agent Civic Planning Solutions Inc. (David Roe)
Address 599 Larch Street
Town and Postal Code Delhi, ON N4B 3A7
Phone Number 519-582-1174
Cell Number 519-983-8154
Email dfrfez@me.com

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence, notices, etc., in respect of this application will be forwarded to the 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):
Norfolk County, Part of Block F, Plan 37M-15

Municipal Civic Address: 66-76 Evergreen Hill Road

Present Official Plan Designation(s): Urban Residential

Present Zoning: Neighbourhood Commercial CN

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

☐ Yes ☒ No If yes, please specify:

3. Present use of the subject lands:

Building site for 2 semi-detached dwellings under construction

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, height, etc. on your attached sketch which must be included with your application:

See attached sketch

5. If an addition to an existing building is being proposed, please explain what will it be used for (e.g. bedroom, kitchen, bathroom, etc.). 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, height, etc. on your attached sketch which must be included with your application:

See attached sketch

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:

North - residential (four-plexes) South - residential (townhouses), East - Open Space and Residential (singles) West - commercial (plaza) residential (four-plexes)

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:
servicing

C. Purpose of Development Application

Note: Please complete all that apply.

1. Please explain what you propose to do on the subject lands/premises which makes this development application necessary:

Propose to construct a Second Unit accessory to each semi-detached unit. This requires relief from Section 4.2.3 b) to permit 2 required parking spaces within required front yard; Section 4.2.5 a) and Section 3.2.3 l) less than 50% of front yard will be landscaping area. 3.2.3 d) we request two (2) Second Units on each lot as no further severance is proposed.

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

There is no other available space to provide additional parking space except within the required front yard. The additional required parking space will result in reduction of landscaping area to 35%.

3. Does the requested amendment alter all or any part of the boundary of an area of settlement in the municipality or implement a new area of settlement in the municipality? ☐ Yes ☒ No If yes, describe its effect:

4. Does the requested amendment remove the subject land from an area of employment? ☐ Yes ☒ No If yes, describe its effect:

5. Does the requested amendment alter, replace, or delete a policy of the Official Plan? ☐ Yes ☒ No If yes, identify the policy, and also include a proposed text of the policy amendment (if additional space is required, please attach a separate sheet):

6. Description of land intended to be severed in metric units:

Frontage: n/a

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

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:

Frontage: _____

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

7. Description of proposed right-of-way/easement:

Frontage: n/a

Depth: _____

Width: _____

Area: _____

Proposed use: _____

8. Name of person(s), if known, to whom lands or interest in lands to be transferred, leased or charged (if known):

n/a

9. Site Information**Existing****Proposed**

Please indicate unit of measurement, i.e. m, m² or %, etc.

Lot frontage	35.76m	
Lot depth	30.16m	
Lot width	35.76m	
Lot area	1078.5m ²	
Lot coverage		
Front yard	6.1m	
Rear yard	7.94m	
Left Interior side yard	2.69m	
Right Interior side yard	2.72m	
Exterior side yard (corner lot)		
Landscaped open space	35% in front yard	
Entrance access width		
Exit access width		
Size of fencing or screening	shrubbery hedge	
Type of fencing	wooden/iron picket	

10. Building Size

Number of storeys	2	
Building height		
Total ground floor area		
Total gross floor area		
Total useable floor area		

11. Off Street Parking and Loading Facilities

Number of off street parking spaces	12	
Number of visitor parking spaces	0	
Number of accessible parking spaces	0	
Number of off street loading facilities	0	

12. Multiple Family Residential (if applicable)

Number of buildings existing:	2	
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Number of buildings proposed: 2

Is this a conversion or addition to an existing building? ☐ Yes ☒ No

If yes, describe: _____

Type

Number of Units

Floor Area per Unit in m²

Bachelor	<u>0</u>	<u> </u>
One bedroom	<u>4 x 700ft2 each unit</u>	<u> </u>
Two bedroom	<u>4</u>	<u> </u>
Three bedroom	<u>0</u>	<u> </u>
Townhouse	<u>0</u>	<u> </u>

Other facilities provided (e.g. play facilities, underground parking, games room, swimming pool etc.):

13. Commercial/Industrial Uses (if applicable)

Number of buildings existing: _____

Number of buildings proposed: _____

Is this a conversion or addition to an existing building? ☐ Yes ☐ No

If yes, describe: _____

Indicate the gross floor area by the type of use (e.g. office, retail, storage, etc.):

Seating Capacity (for assembly halls, etc.): _____

Total number of fixed seats: _____

Describe the type of business(es) proposed: _____



Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Is open storage required: ☐ Yes ☐ No

Is a residential use proposed as part of, or accessory to commercial/industrial use?

☐ Yes ☐ No If yes please describe:

14. Institutional (if applicable)

Describe the type of use proposed: _____

Seating capacity (if applicable): _____

Number of beds (if applicable): _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Indicate the gross floor area by the type of use (e.g. office, retail, storage, etc.):

15. Describe Recreational or Other Use(s) (if applicable)

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 (example: gas station, petroleum storage, etc.):
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:
Knowledge of owner
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. 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:

located within developed subdivision

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:

n/a

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

4. 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 _____ adjacent _____

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

1. 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
☐ Other (describe below)
-

Storm Drainage

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

2. Existing or proposed access to subject lands:

☒ Municipal road

☐ Provincial highway

☐ Unopened road

☐ Other (describe below)

Name of road/street:

Evergreen Hill Road

G. 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

All digital files must be received in the following naming format:

Developmentname Plannname Engineersplannumber yr.m.da [date received or stamped]

For example: DairyQueenPD Site 11979-1 17.12.21

Reports and studies can be renamed in the following format:

Developmentname Reportname Reportpreparer yr.m.da [date received or created]

For example: DairyQueenPD Traffic WSP 17.12.15

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 properly named 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. Key map
4. Scale, legend and north arrow
5. Legal description and municipal address
6. Development name
7. Drawing title, number, original date and revision dates
8. Owner's name, address and telephone number

9. Engineer's name, address and telephone number
10. Professional engineer's stamp
11. Existing and proposed easements and right of ways
12. Zoning compliance table – required versus proposed
13. Parking space totals – required and proposed
14. All entrances to parking areas marked with directional arrows
15. Loading spaces, facilities and routes (for commercial developments)
16. All dimensions of the subject lands
17. Dimensions and setbacks of all buildings and structures
18. Gross, ground and useable floor area
19. Lot coverage
20. Floor area ratio
21. Building entrances, building type, height, grades and extent of overhangs
22. Names, dimensions and location of adjacent streets including daylighting triangles
23. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
24. All exterior stairways and ramps with dimensions and setbacks
25. Retaining walls including materials proposed
26. Fire access and routes
27. Location, dimensions and number of parking spaces (including visitor and accessible) and drive aisles
28. Location of mechanical room, and other building services (e.g. A/C, HRV)
29. Refuse disposal and storage areas including any related screening (if indoors, need notation on site plan)
30. Winter snow storage location
31. Landscape areas with dimensions
32. Natural features, watercourses and trees
33. Fire hydrants and utilities location
34. Fencing, screening and buffering – size, type and location
35. All hard surface materials
36. Light standards and wall mounted lights (plus a note on the site plan that all outdoor lighting is to be dark sky compliant)
37. Business signs (make sure they are not in sight lines)
38. Sidewalks and walkways with dimensions
39. Pedestrian access routes into site and around site
40. Bicycle parking
41. Architectural elevations of all building sides
42. All other requirements as per the pre-consultation meeting

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:

- ☐ Zoning Deficiency Form
- ☐ On-Site Sewage Disposal System Evaluation Form
- ☐ Architectural Plan
- ☐ Buildings Elevation Plan
- ☐ Cut and Fill Plan
- ☐ Erosion and Sediment Control Plan
- ☐ Grading and Drainage Control Plan (around perimeter and within site) (existing and proposed)
- ☐ Landscape Plan
- ☐ Photometric (Lighting) Plan
- ☐ Plan and Profile Drawings
- ☐ Site Servicing Plan
- ☐ Storm water Management Plan
- ☐ Street Sign and Traffic Plan
- ☐ Street Tree Planting Plan
- ☐ Tree Preservation Plan
- ☐ Archaeological Assessment
- ☐ Environmental Impact Study
- ☐ Functional Servicing Report
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule
- ☐ Noise or Vibration Study
- ☐ Record of Site Condition
- ☐ Storm water Management Report
- ☐ Traffic Impact Study – please contact the Planner to verify the scope required Site

Plan applications will require the following supporting materials:

1. Three (3) complete sets of the site plan drawings folded to 8½ x 11 and an electronic version in PDF format
2. Letter requesting that the Holding be removed (if applicable)
3. A cost estimate prepared by the applicant's engineer
4. An estimate for Parkland dedication by a certified land appraiser
5. Proof that property taxes to be paid up to date

6. Proof of insurance:
 - a. Commercial General Liability satisfactory to the County must include:
 - i. A limit of liability not less than two million dollars (\$2,000,000) per occurrence
 - ii. The Corporation of Norfolk County shall be named as an additional insurer
 - iii. The policy shall contain a provision for cross liability in respect of the name insurer
 - iv. Non-owned automobile coverage with a limit of at least two million dollars (\$2,000,000) including contractual non-owned coverage
 - v. Errors and omissions liability with a limit of at least two million dollars (\$2,000,000)
 - vi. Products and completed operations coverage
 - vii. Certificate of Insurance must be in the same name as that on the PIN and site plan agreement
 - b. Certificate of Insurance for Professional
 - c. Certificate of Insurance for Owner
7. Written Legal Description of the Property and the Property Identification Number (PIN)
8. Postponement (if there are mortgagees)
9. Transfers/easements or agreements related to the subject lands

Standard condominium exemptions will require the following supporting materials:

- ☐ Plan of standard condominium (2 paper copies and 1 electronic copy)
- ☐ Draft condominium declaration

Your development approval might also be dependent on Ministry of Environment and Climate Change, 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. Development Agreements

A development agreement may be required prior to approval for site plan, subdivision and condominium applications. Should this be necessary for your development, you will be contacted by the agreement administrator with further details of the requirements including but not limited to insurance coverage, professional liability for your engineer, additional fees and securities.

N. Declaration

I, David Roe of Norfolk County

solemnly declare that:

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

Declared before me at:

185 Robinson St.

In Simcoe, ON

This 30th day of May

A.D., 20 18

[Signature]

A Commissioner, etc.

[Signature]
Owner/Applicant Signature
agent DAVID ROE

ALISHA KATHLEEN CULL, a
Commissioner, etc., Province of Ontario,
for the Corporation of Norfolk County.
Expires April 28, 2019

J. 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.

K. 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.

L. 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 Signature

May 30/18
Date

M. Owner's Authorization

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

I/We Sunfield Homes (Simcoe) Limited am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

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

Owner

Owner

May 30/18
Date

Date



Zoning Deficiency

Simcoe: 185 Robinson St.
Simcoe, ON
N3Y 5L6
519-426-5870
Langton: 22 Albert St.
Langton, On.
N0E 1G0
519-875-4485

PROPERTY INFORMATION

Address: 68-72 Evergreen Hill Road

Legal Description:

Roll Number: 40201004595

Application #:

Information Origins: site plan sent from Developer to Alisha for discussion

Urban Residential Type 2 Zone (R2)

		Zoning	SemiDetached		
Main Building		REQUIRED	PROPOSED	DEFICIENCY	UNITS
5.2.2	a) minimum lot area				
	i) interior lot	255.00		N/A	m.sq
	ii) corner lot	345.00		N/A	m.sq
	b) minimum lot frontage				
	i) interior lot	8.50		N/A	m
	ii) corner lot	11.50		N/A	m
	c) minimum front yard	6.00		N/A	m
		3.00		N/A	m
	i) except where detached private garage or parking space is accessed via a rear lane				
	d) minimum exterior side yard	3.00		N/A	m
	e) minimum interior side yard				
	i) detached private garage or parking space accessed via front yard	3.00		N/A	m
		3.00		N/A	m
	ii) detached private garage or parking space accessed via a rear lane	1.20		N/A	m
		1.20		N/A	m
	iii) attached Private Garage	1.20			
		1.20			
	f) minimum rear yard	7.50		N/A	m
	Decks and Porches	REQUIRED	PROPOSED	DEFICIENCY	UNITS
3.6	a) interior side lot line	1.20		N/A	m
	b) have a floor higher than the height, above finished grade, of the floor of the first storey of the main building on the lot.			N/A	m
	c) project more than 3 m into a required rear yard but in no circumstance be closer than 3m from the rear lot line.	3.00	??	#VALUE!	m
	d) project more than 1.5m into the required front yard or required exterior side yard.	1.50		N/A	m
	e) sloping rear yard.				
	i) interior lot line	3.00		N/A	m
	ii) rear lot line	7.50			m
	Comments	The zoning is labelled on GIS is CN(neighbourhood commercial), but is reviewed under an R2 zoning (6.5.2)			



Zoning Deficiency

Simcoe: 185 Robinson St.
Simcoe, ON
N3Y 5L6
519-426-5870
Langton: 22 Albert St.
Langton, On.
N0E 1G0
519-875-4485

PROPERTY INFORMATION

Address: 68-72 Evergreen Hill Road

Legal Description:

Roll Number: 40201004595

Application #:

Information Origins: site plan sent from Developer to Alisha for discussion

Urban Residential Type 2 Zone (R2)

Zoning

SemiDetached

4.2.3(b) 2 required spaces in front yard
4.2.5(a), 3.2.3 (i) less than 50% of front yard landscaped
3.2.3(d) 2 accessory dwelling units per lot

Parking

REQUIRED

PROPOSED

DEFICIENCY

UNITS

4.1 number of parking spaces

4

6.00

N/A

Comments

proposing an extra spot per unit in required front yard, which is not permitted (4.2.3(a)) Also, comments from Public works would be required for 4 cars backing onto street

The proposed information and any supporting documents have been provided by the owner/applicant. The above information is only in respect to the associated planning application and does not relieve the owner/applicant from obtaining all other permits/approvals required. The owner/applicant hereby accepts full responsibility for the accuracy of the proposed information provided on this form.

Prepared By:

Roxanne Koot

I have read and understand the above.

Signature of owner or authorized agent

date

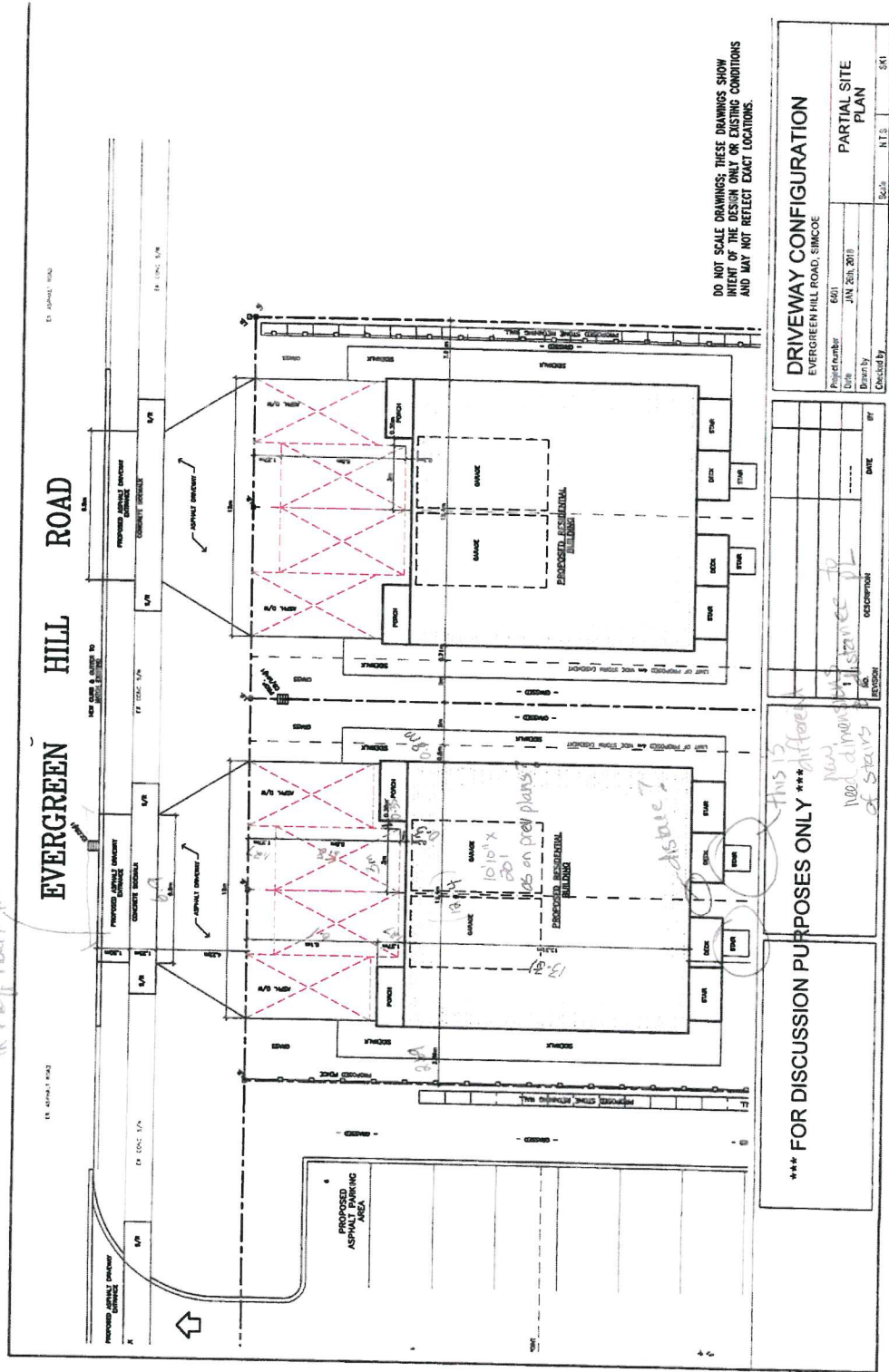
AS PER: Fritz R. Enzlin. CBCO,
CRBO - Chief Building Official
Manager, Building & Bylaw
Division, Norfolk County

[illegible]

2 parking spaces for each unit
% need 4 spaces, wants 6

various for 2 extra spaces
+ relief of 4.2.3(a)
only 1 space can be
in 164 Front 10

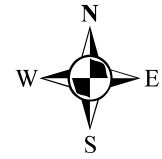
Requested Variance — (2)



MAP 2

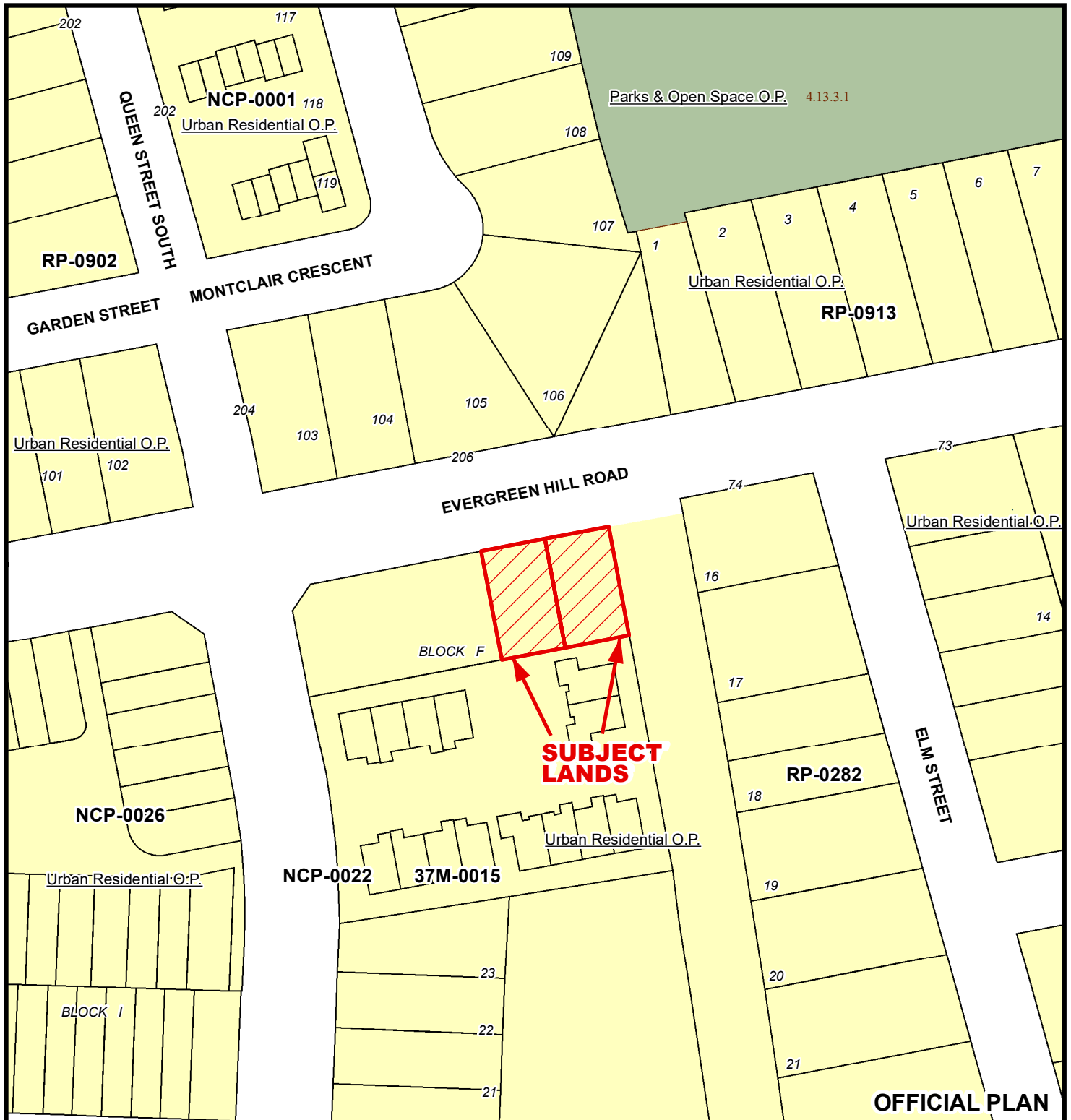
File Number: ZNPL2018115 & OPNPL2018166

Geographic Township of WOODHOUSE



6 3 0 6 12 18 24 Meters

1:1,500



OFFICIAL PLAN

2018-07-25

MAP 3

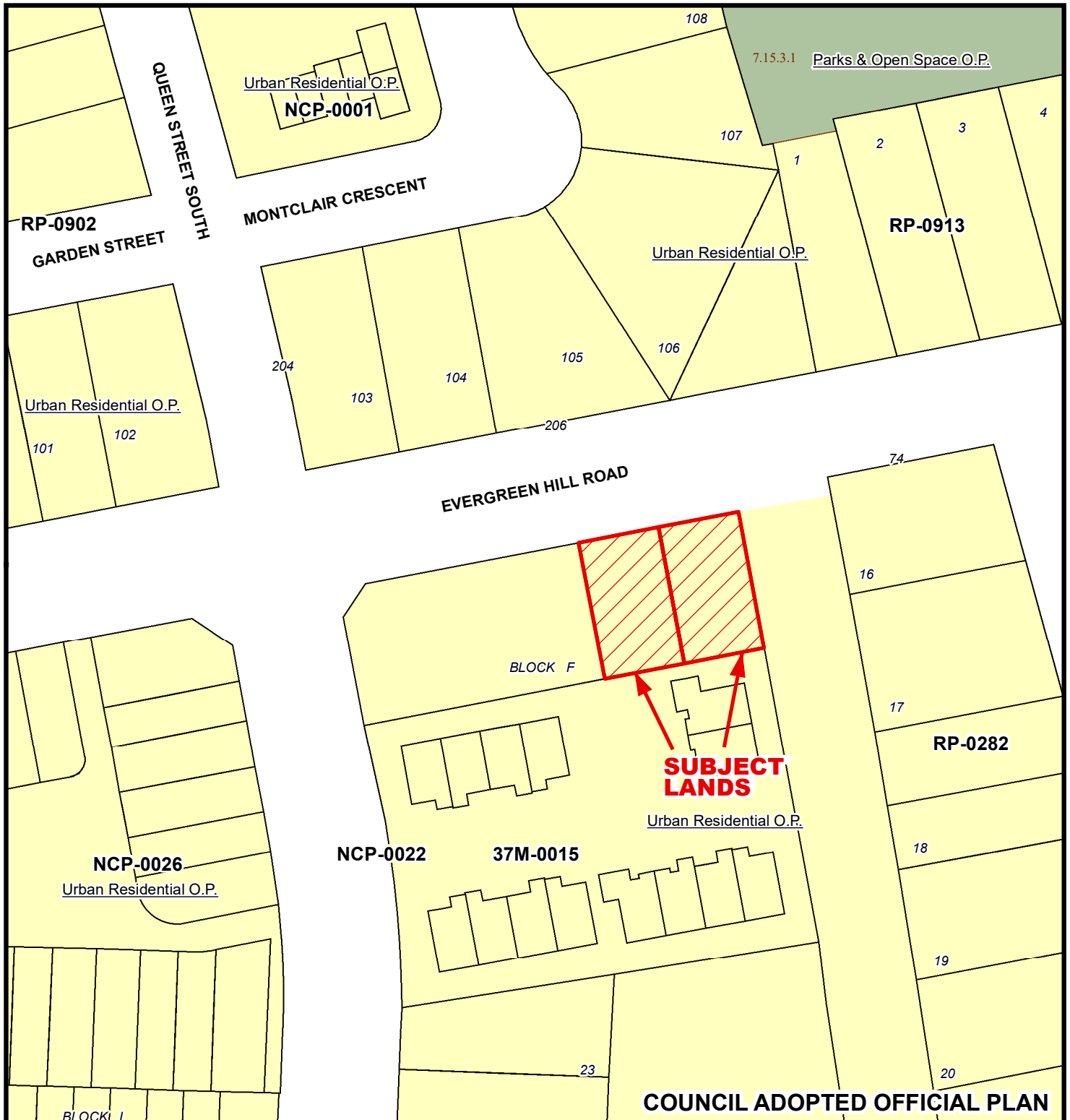
File Number: ZNPL2018115 & OPNPL2018166

Geographic Township of WOODHOUSE



4.5 25 4.5 9 13.5 18 Meters

1:1,200



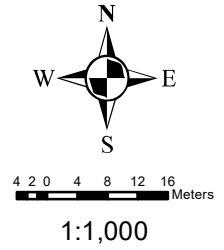
COUNCIL ADOPTED OFFICIAL PLAN

2018-07-25

MAP 4

File Number: ZNPL2018115 & OPNPL2018166

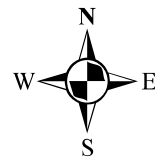
Geographic Township of WOODHOUSE



MAP 5

File Number: ZNPL2018115 & OPNPL2018166

Geographic Township of WOODHOUSE



0 1 2 3 4 Meters

1:350

RP-0902

EVERGREEN HILL ROAD

SUBJECT LANDS

Proposed Driveway and Parking

Proposed Driveway and Parking

17.88m

17.88m

30.16m

30.16m

2.74m

2.74m

2.74m

2.74m

70 & 72 EVERGREEN HILL ROAD

66 & 68 EVERGREEN HILL ROAD

40201004680
Proposed Semi-Detached Dwelling

40201004681
Proposed Semi-Detached Dwelling

40201004595

NCP-0022

BLOCK F

37M-0015

6.71m

17.88m

17.80m

BNPL2016014

BNPL2016015

NCP-0022

40201004733

40201004734

40201004735