

A. Applicant Information

Name of Owner Harbour Heights Developments

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 R R 2 - 2298 Chiefswood Road

Town and Postal Code Ohsweken, Ontario

Phone Number 519 770 8442

Cell Number _____

Email mark7bennett@gmail.com

Name of Applicant Same as owner

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Name of Agent J H Cohoon Engineering Limited

Address 440 Hardy Road, Unit 1

Town and Postal Code Brantford, Ontario N3T 5L8

Phone Number 519 753 2656

Cell Number _____

Email rphillips@cohooneng.com

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence and notices in respect of this application will be forwarded to both 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:

N/A

B. Location, Legal Description and Property Information

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

Lots 3, 4, 5, 6, 8, 9, 10, 11, 12, 13 and Parts of Lots 1, 2, and 80, Block 75A and Parts of Lots 4, 5, 6, Block 75, Registered Plan 207, Town of Port Dover

Municipal Civic Address: 3 Old Hamilton Road

Present Official Plan Designation(s): _____

Present Zoning: R4 & R5 Residential Urban Type 4 & 5

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

☐ Yes ☒ No If yes, please specify corresponding number:

3. Present use of the subject lands:

Townhouse and Apartment Development

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:

Townhouse component is under-construction

5. If an addition to an existing building is being proposed, please explain what it will be used for (for example: 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:

Site Plan Attached

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:

Approxiamtely 3 to 5 years

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:

Storm Easements

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:

Refer to attached letter - Extension of Part Lot Control Bylaw

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

N/A

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: Refer to attached site plan

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: N/A

Depth:

Width:

Lot Area:

Present Use:

Proposed Use:

Buildings on retained land:

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):

9. Site Information**Zoning****Proposed**

Please indicate unit of measurement, for example: m, m² or %

Lot frontage	Refer to attached	
Lot depth	Site Plan	
Lot width		
Lot area		
Lot coverage		
Front yard		
Rear yard		
Left Interior side yard		
Right Interior side yard		
Exterior side yard (corner lot)		
Landscaped open space		
Entrance access width		
Exit access width		
Size of fencing or screening		
Type of fencing		

10. Building Size

Number of storeys		
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		
Number of visitor parking spaces		
Number of accessible parking spaces		
Number of off street loading facilities		

12. Residential (if applicable)

Number of buildings existing: _____

Number of buildings proposed: Refer to site plan

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
Single Detached	_____	_____
Semi-Detached	_____	_____
Duplex	_____	_____
Triplex	_____	_____
Four-plex	_____	_____
Street Townhouse	_____	_____
Stacked Townhouse	_____	_____
Apartment - Bachelor	_____	_____
Apartment - One bedroom	_____	_____
Apartment - Two bedroom	_____	_____
Apartment - Three bedroom	_____	_____

Other facilities provided (for example: play facilities, underground parking, games room, or swimming pool):

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 (for example: office, retail, or storage):

Seating Capacity (for assembly halls or similar): _____

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 (for example: office, retail, or storage):

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 (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:

Personal Knowledge

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:

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. 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. Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

- | | |
|---|---|
| <input checked="" type="checkbox"/> Municipal piped water | <input type="checkbox"/> Communal wells |
| <input type="checkbox"/> Individual wells | <input type="checkbox"/> Other (describe below) |
-

Sewage Treatment

- | | |
|---|---|
| <input checked="" type="checkbox"/> Municipal sewers | <input type="checkbox"/> Communal system |
| <input type="checkbox"/> Septic tank and tile bed in good working order | <input type="checkbox"/> Other (describe below) |
-

Storm Drainage

- | | |
|--|---------------------------------------|
| <input checked="" type="checkbox"/> Storm sewers | <input type="checkbox"/> Open ditches |
| <input type="checkbox"/> Other (describe below) | |
-

2. Existing or proposed access to subject lands:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Municipal road | <input type="checkbox"/> Provincial highway |
| <input type="checkbox"/> Unopened road | <input type="checkbox"/> Other (describe below) |

Name of road/street: Old Hamilton Road and Grand Street

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

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. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
19. Gross, ground and useable floor area
20. Lot coverage
21. Floor area ratio
22. Building entrances, building type, height, grades and extent of overhangs
23. Names, dimensions and location of adjacent streets including daylighting triangles
24. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
25. All exterior stairways and ramps with dimensions and setbacks
26. Retaining walls including materials proposed
27. Fire access and routes
28. Location, dimensions and number of parking spaces (including visitor and accessible) and drive aisles
29. Location of mechanical room, and other building services (e.g. A/C, HRV)
30. Refuse disposal and storage areas including any related screening (if indoors, need notation on site plan)
31. Winter snow storage location

32. Landscape areas with dimensions
33. Natural features, watercourses and trees
34. Fire hydrants and utilities location
35. Fencing, screening and buffering – size, type and location
36. All hard surface materials
37. Light standards and wall mounted lights (plus a note on the site plan that all outdoor lighting is to be dark sky compliant)
38. Business signs (make sure they are not in sight lines)
39. Sidewalks and walkways with dimensions
40. Pedestrian access routes into site and around site
41. Bicycle parking
42. Architectural elevations of all building sides
43. 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 (to verify location and condition)
- ☐ 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. Two (2) 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. Property Identification Number (PIN) printout

Standard condominium exemptions will require the following supporting materials:

- ☐ Plan of standard condominium (2 paper copies and 1 electronic copy)
- ☐ Draft condominium declaration
- ☐ Property Identification Number (PIN) printout

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.

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

July 5, 2021

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 Mark Bennett (Harbour Heights) am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize J H Cohoon Engineering Ltd. 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

July 5, 2021

Date

Owner

Date

N. Declaration

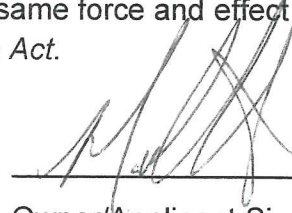
I, Mark Bennett (Harbour Heights) of Brantford

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 Brantford

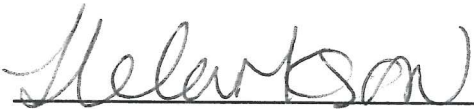


Owner/Applicant Signature

In County of Brant

This 5th day of July

A.D., 2021



A Commissioner, etc.

LINDA ELAINE CLARKSON
a Commissioner, etc., Province of Ontario
for J.H. Cohoon Engineering Limited.
Expires June 17, 2024



10893

J.H. COHOON ENGINEERING LIMITED

CONSULTING ENGINEERS

440 Hardy Road, Unit #1, Brantford, ON N3T 5L8
Tel: (519) 753-2656 Fax: (519) 753-4263
www.cohooneng.com

August 30, 2021

County of Norfolk
Community Planning Services
60 Colborne Street South
Simcoe, Ontario
N3Y 4H3

Attention: Ms. Nicole Goodbrand
Senior Planner

Re: Proposed Townhouse Development
MN 5 Old Hamilton Road
Part Lot Control Application
Port Dover, Ontario
Norfolk County

Dear Ms. Goodbrand:

On behalf of our client, Mr. M. Bennett of Harbour Heights Developments, please find enclosed the following information regarding our application for Part Lot Control to allow the development to continue to proceed through the construction phase. As you are aware, and through our previous discussions, the current Part Lot Control Bylaw expires on or about July 9, 2021 and the owner is desirous of extending that bylaw to allow for the completion of the project.

1. Five (5) copies of the preliminary reference plan as prepared by West & Ruuska Ltd being drawing 19-185-1 which illustrates the proposed development
2. A cheque in the amount of \$ 1,403.00 from the developer of this site being the fee relating to the Part Lot Control Application that is being requested on this site.
3. Three (3) copies of the "Application for Exception from Part Lot Control" completed by our office including an authorization letter from the owner.
4. Copies of the pin printout information that was provided by the surveyor, West and Ruuska Ltd indicating those lands still in the ownership of the developer.

With the submission of this information, we would respectfully your prompt circulation of the application to the various departments. It is our understanding that



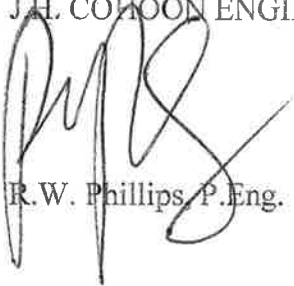
Professional Engineers
Ontario

although the current bylaw expires on July 9, 2021, it will continue to be in force and effect as a result of COVID-19 extensions that are available at this time.

If you require any further details please do not hesitate to contact this office, at your earliest convenience.

Yours truly,

J.H. COHOON ENGINEERING LIMITED

A handwritten signature in black ink, appearing to be 'R.W. Phillips', written over the printed name.

R.W. Phillips, P.Eng.

REGISTERED PLAN 207
TOWN OF PORT DOVER
NORFOLK COUNTY

[illegible]

NOTE: BEAMING ARE JMW AND DERIVED FROM OBSERVED REFERENCE BEAMING COORDINATES. BEAMING COORDINATES ARE THE NETWORK OBSERVATION (JULY ZONE 12) M4030 (C855) (1937) FROM BEAMING COMPARISONS. A ROTATION OF 0.0733° FROM COUNTER-CLOCKWISE WAS APPLIED TO BEAMINGS ON PLAN JRM-1584.

DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.998630.

OBSERVED REFERENCE POINT (C855)		
POINT ID	NORTHING	EASTING
OPB A	+17323.18	5840.88
OPB B	+17320.71	58574.75

COORDINATES CANNOT BE TRIMMED, USE BEAMING TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN

[illegible]

2. THE SURVEY WAS COMPLETED ON THE 22ND DAY OF JANUARY, 2016

DATE: January 31, 2017 John Johnson
BY: John Johnson
JN JOHNSON
CHIEF LAND SURVEYOR

	IDENTITY	FOUND	LOCATION
1	?	?	SET
2	?	?	FOUND
3	?	?	LOCATION
4	?	?	IRON BAR
5	?	?	IRON BAR
6	SSSB	?	SHORT STAMPED IRON BAR
7	CC	?	OUT CROSS
8	CP	?	OUT CROSS 2IN
9	CU	?	WIRELESS
10	W	?	IRON WRENCH
11	W	?	IRON WRENCH
12	W	?	IRON WRENCH
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100	W	?	IRON WRENCH

ALL SET POINTS ARE FROM BARS, (0.016 X 0.016 X 0.81),
UNLESS SHOWN OTHERWISE.

WEST & RUUSKA LTD
Land Surveyors

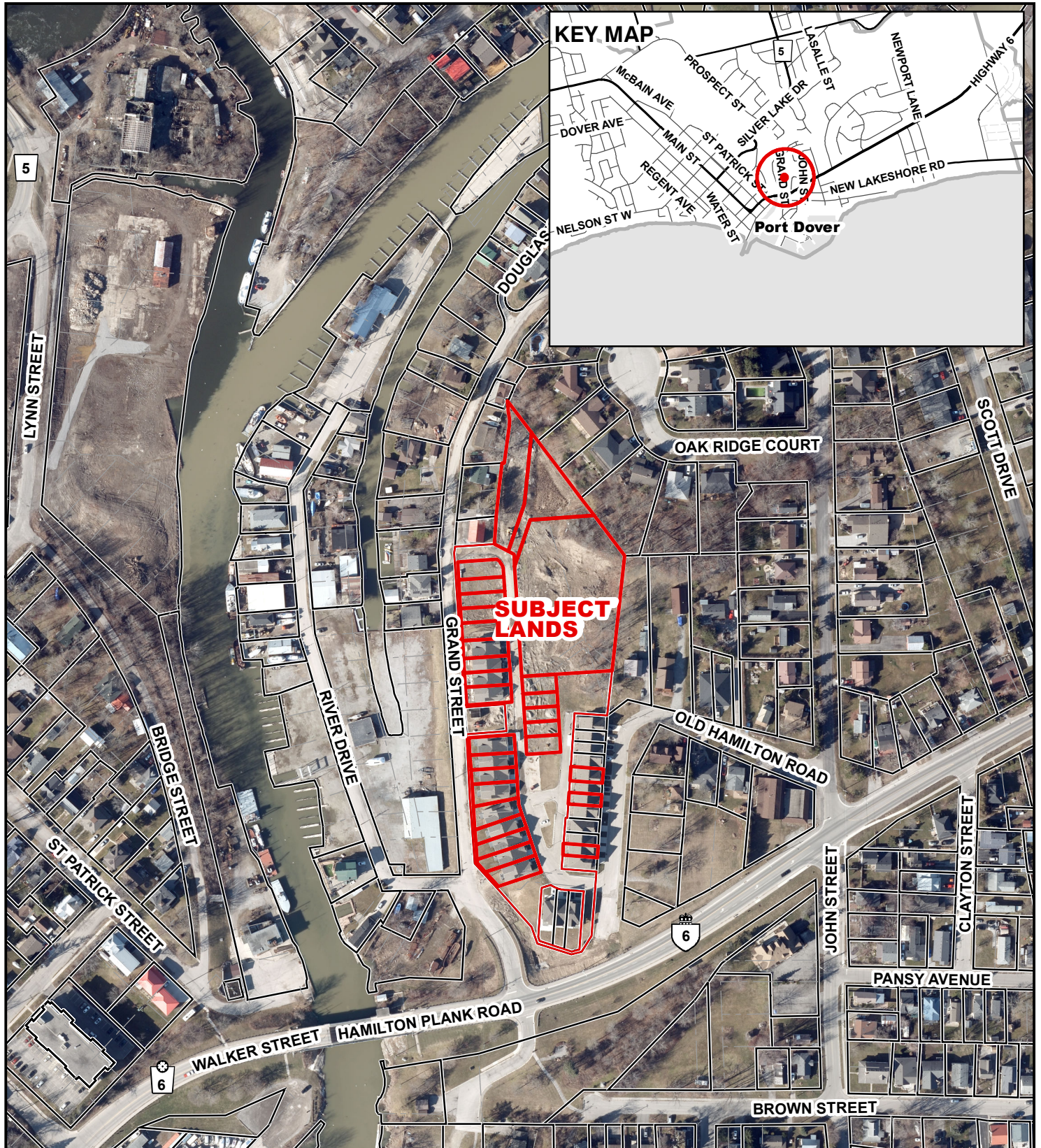
17 NELSON STREET, BRANTFORD, ONTARIO, N1S 2A6
Telephone (519) 752-8641

DRAWN BY: Ted S. KUTYLAK 374 375

8/30/78

CONTEXT MAP

Urban Area of PORT DOVER

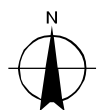


Legend

- Subject Lands
- Lands Owned

2020 Air Photo

2021-11-02



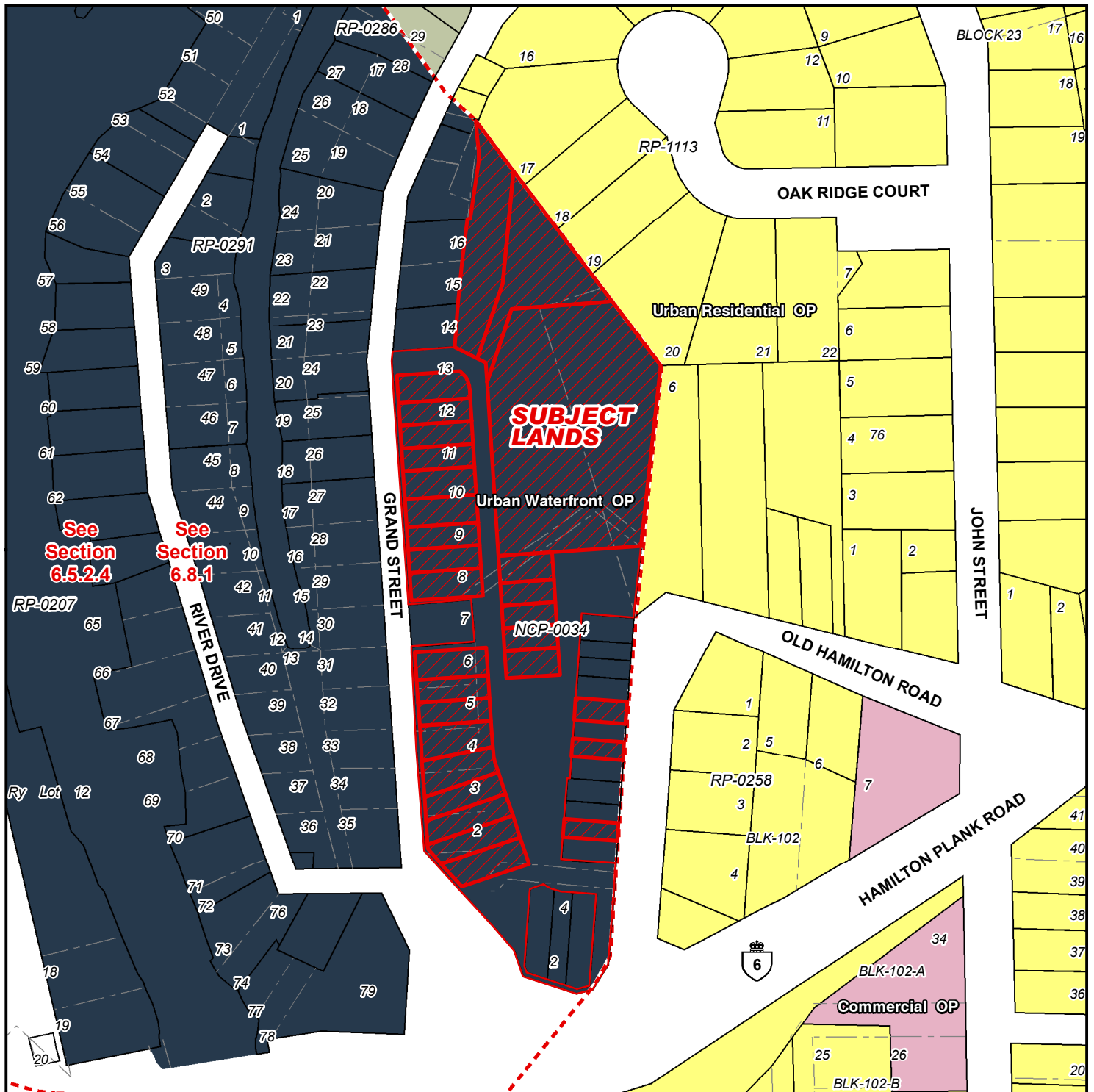
20 10 0 20 40 60 80 Meters

MAP B



PLPL2021339

OFFICIAL PLAN MAP







Urban Area of PORT DOVER



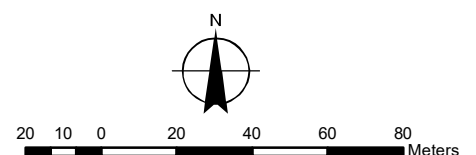
Legend

-  Subject Lands
-  Lands Owned

Official Plan Designations

-  Hazard Lands
-  Urban Residential
-  Commercial
-  Urban Waterfront
-  Special Policy Area
-  Urban Area Boundary

2021-11-02

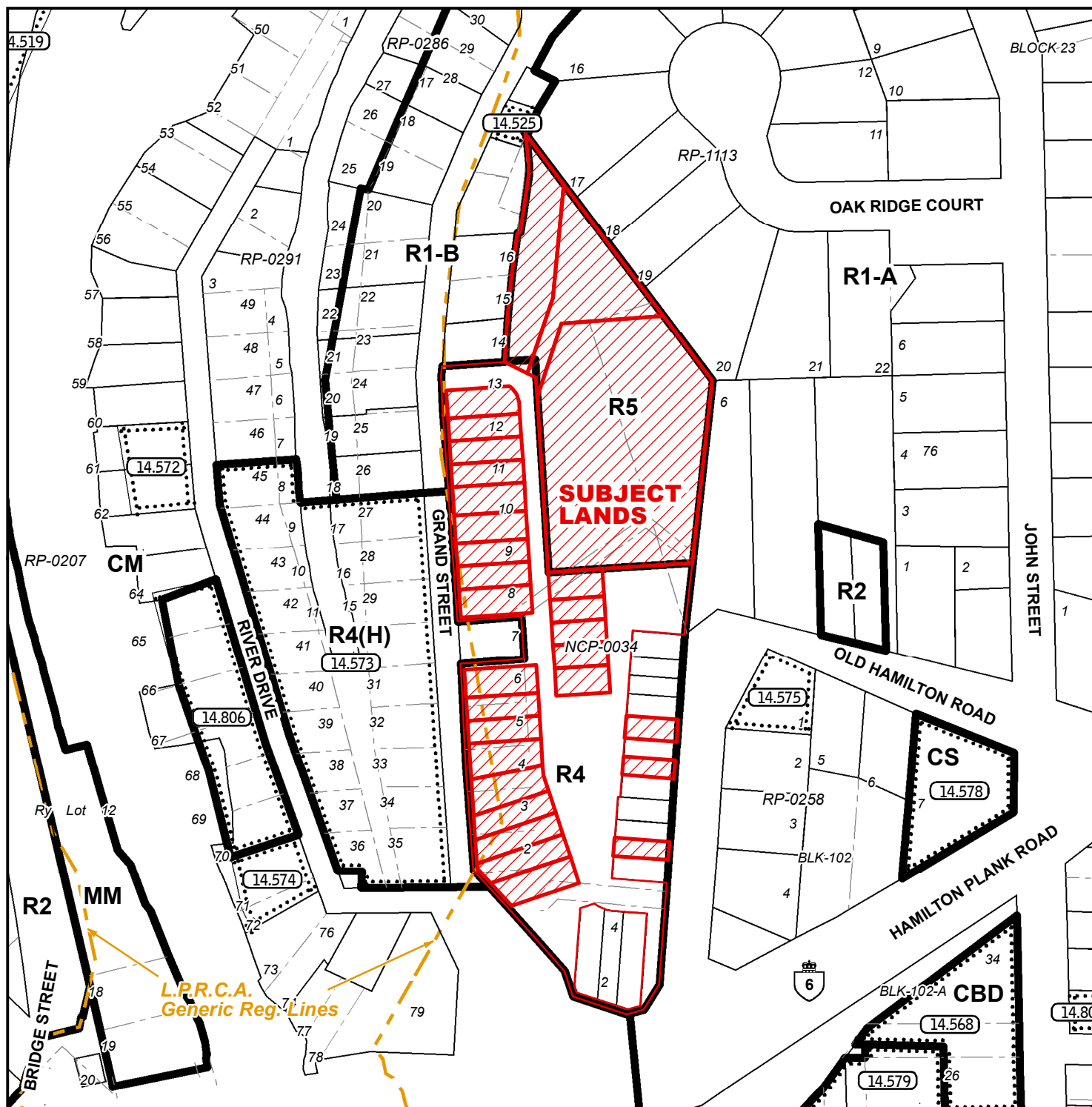


MAP C

ZONING BY-LAW MAP

Urban Area of PORT DOVER

PLPL2021339



LEGEND

- Subject Lands
- Lands Owned
- LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

(H) - Holding

CBD - Central Business District Zone

CS - Service Commercial Zone

CM - Marine Commercial Zone

MM - Marine Industrial Zone

R1-A - Residential R1-A Zone

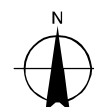
R1-B - Residential R1-B Zone

R2 - Residential R2 Zone

R4 - Residential R4 Zone

R5 - Residential R5 Zone

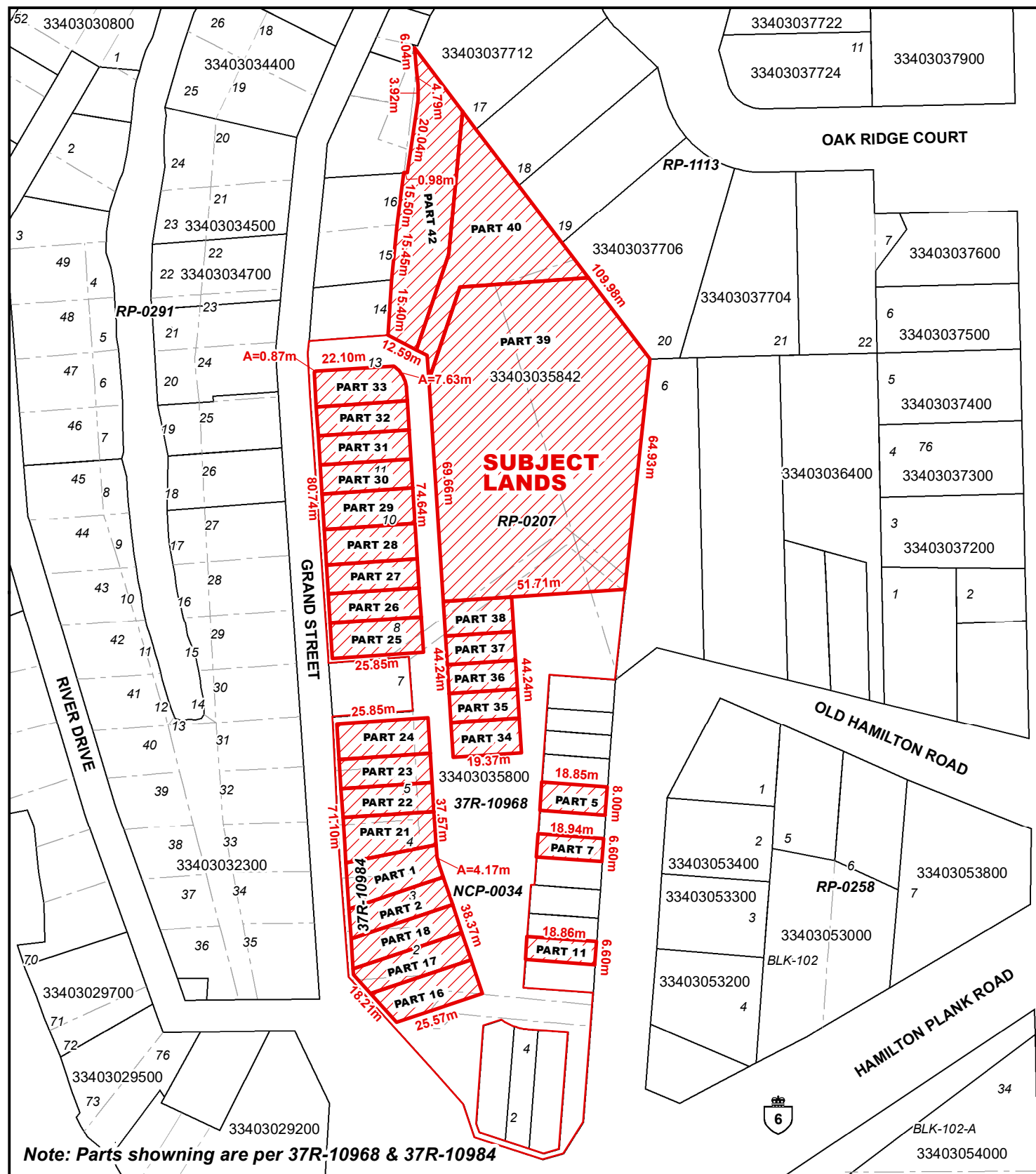
2021-11-02



20 10 0 20 40 60 80 Meters

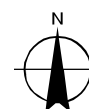
CONCEPTUAL PLAN

Urban Area of PORT DOVER



Legend

- Subject Lands
- Lands Owned



10 5 0 10 20 30 40 Meters