



Planning Department Development Application Form

Complete Application

A complete development application consists of the following:

1. A completed, signed, and notarized application form
2. Supporting information adequate to illustrate your proposal as indicated in **Section H** of this application form
3. Written authorization from the registered owner of the subject lands where the applicant is not the owner as per Section N
4. 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.

Pre-Submission Consultation:

Norfolk County requires a Pre-Consultation Meeting for all applications; however, minor applications may be exempted depending on the nature of the proposal. The purpose of a Pre-Consultation Meeting is to provide the applicant with an opportunity to present the proposed application, discuss potential issues, and for the Norfolk County and Agency staff to identify the application requirements. Application requirements, as detailed in the Pre-Consultation Meeting Comments, are valid for one year after the meeting date.

Development Application Process

Once an application has been deemed complete by a Planner, Norfolk County staff will circulate the application to adjacent landowners, public agencies, and internal departments for comment. The time involved in application processing varies depending on its complexity, acceptability to the other agencies, and statutory Planning Act decision time-frames.

Payment is required once your application is deemed complete. Pre-payments will not be accepted.

Norfolk County collects personal information submitted through this form under the Municipal Freedom of Information and Protection Act's authority. Norfolk County will use this information for the purposes indicated or implied by this form. You can direct questions about collecting personal information to Norfolk GIS Services at NorfolkGIS@norfolkcounty.ca.

Additional studies required for the complete application shall be at the applicant's sole expense. Sometimes, peer reviews may be necessary to review particular studies at the applicant's expense. In these cases, Norfolk County staff will select the company to complete the peer review.

Norfolk County will refund the original fee if applicants withdraw their applications before circulation. If Norfolk County must recirculate your drawings, there will be an additional fee. If Norfolk County must do more than three reviews of engineering drawings due to revisions by the owner or failure to revise engineering drawings as requested, Norfolk County will charge an additional fee. Full refunds are only available before Norfolk County has circulated the application.

Notification Sign Requirements

For public notification, Norfolk County will provide you with a sign to indicate the intent and purpose of your development application. It is your responsibility to:

1. Post one sign per frontage in a conspicuous location on the subject lands.
2. Ensure one sign is posted at the front of the subject lands at least three feet above ground level and not on a tree.
3. Notify the Planner when the sign is in place.
4. Maintain the sign until the development application is finalized and, after that, remove it.

Contact Us

For additional information or assistance completing this application, please contact a Planner at 519-426-5870 or 519-875-4485 extension 1842 or planning@norfolkcounty.ca. Please submit the completed application and fees to the attention of the Planning Department at 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6.

For Office Use Only:

File Number _____
Related File Number _____
Pre-consultation Meeting _____
Application Submitted _____
Complete Application _____

Public Notice Sign _____
Application Fee _____
Conservation Authority Fee _____
Well & Septic Info Provided _____
Planner _____

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

- ☐ Official Plan Amendment
- ☐ Zoning By-Law Amendment
- ☐ Temporary Use By-law
- ☐ Draft Plan of Subdivision/Vacant Land Condominium
- ☐ Condominium Exemption
- ☒ Site Plan Application
- ☐ Extension of a Temporary Use By-law
- ☐ Part Lot Control
- ☐ Cash-in-Lieu of Parking
- ☐ Renewable Energy Project or Radio Communication Tower

Please summarize the desired result of this application (for example, a special zoning provision on the subject lands to include additional use(s), changing the zone or official plan designation of the subject lands, creating a certain number of lots, or similar)

The application is related to obtaining site plan approval for a proposed tasting facility to be located on the site at

MN 1454 Front Road in St. Williams, Ontario Norfolk County

The proposal is to construct a fifty (50) seat tasting facility.

Property Assessment Roll Number: _____

A. Applicant Information

Name of Owner Ryan and Shatel Bosgoed

Address 1454 Front Road

Town and Postal Code St. Williams Ontario N0E 1P0

Phone Number (519) 410-5930

Cell Number

Email

Name of Applicant PK Construction

Address 37 Tillson St,

Town and Postal Code Tillsonburg, ON N4G 0B7

Phone Number (519) 842-8001

Cell Number

Email info@pkconstruction.ca

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

Unless otherwise directed, Norfolk County will forward all correspondence and notices regarding this application 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):

Lot 43 Reg Plan 82-B Township of Charlotteville Norfolk County

Municipal Civic Address: 1454 Front Road, St. Williams, Ontario

Present Official Plan Designation(s): Agriculture

Present Zoning: Agriculture

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:

Existing Winery and Existing House

4. Please describe **all existing** buildings or structures on the subject lands and whether they will 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 the 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:

Existing Winery Building and Residence complete with Greenhouse Structure

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.

N/A

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:

The proposed restaurant building is a tasting facility for the winery.

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:
> 10 years

9. Existing use of abutting properties:
Agriculture

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.

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

The proposed building requires site plan approval

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: 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: 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

see drawings

Lot depth

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

see drawings

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: 1

Number of buildings proposed: 0

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: 1

Number of buildings proposed: 1

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):

Refer to Site Stats on Site Plan

Seating Capacity (for assembly halls or similar): 50

Total number of fixed seats: 0

Describe the type of business(es) proposed: Tasting Facility

Total number of staff proposed initially: 2

Total number of staff proposed in five years: 2

Maximum number of staff on the largest shift: 2

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

- ☐ Municipal piped water
☒ Individual wells

- ☐ Communal 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
☐ Other (describe below)

- ☒ Open ditches
-

2. Existing or proposed access to subject lands:

- ☒ Municipal road

- ☐ Provincial highway

- ☐ Unopened road

- ☐ Other (describe below)

Name of road/street: Front 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?

Unknown

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 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 site plan approval, 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, to disclose the registration of all transfer(s) of land and/or 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.

July 31, 2025

Owner/Applicant Signature

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 Ryan and Shantel Bosgoed am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize J H Cohoon Engineering 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.

July 31, 2025

Owner

Date

Owner

Date

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, to disclose the registration of all transfer(s) of land and/or 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.

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L. Freedom of Information

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Owner/Applicant Signature

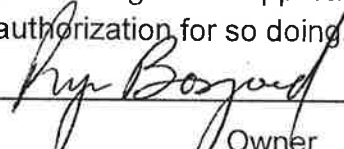
Aug 6 / 25
Date

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 Ryan + Shantel Bosgoed am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize PK CONSTRUCTION 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

Aug 6 / 25
Date


Owner

Aug 6 / 25
Date

N. Declaration

I, R W Phillips of City 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

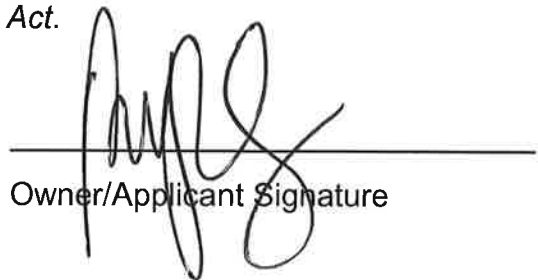
In County of Brant

This 31st day of July

A.D., 2025



A Commissioner, etc.



Owner/Applicant Signature

LINDA ELAINE CLARKSON
a Commissioner, etc., Province of Ontario
for J.H. Cohoon Engineering Limited.
Expires June 17, 2027



Norfolk County Pre-Consultation Checklist

Please select the type of application required:

- | | |
|--|--|
| <input type="checkbox"/> Official Plan Amendment | <input type="checkbox"/> Draft Plan of Condominium |
| <input type="checkbox"/> Zoning By-law Amendment | <input checked="" type="checkbox"/> Site Plan |
| <input type="checkbox"/> Draft Plan of Subdivision | |

Please read all the information in this document on the requirements for future development planning applications. As a result of the information shared at the pre-consultation meeting dated February 12, 2025, the following applications and qualified professional documents/reports are required as part of a complete application. Please include all listed items with the application to ensure a complete application. The County reserves the right to change, reduce or add requirements for a complete application, particularly if the submission does not match the proposal as reviewed during the pre-submission consultation meeting.

Please note that various fees are associated with each application, and there are also costs for qualified professionals retained to complete various documents/reports. All requirements identified are minimum and determined as of the date of the pre-consultation meeting, with the information available at that time. As the proposal proceeds, more information is made public, additional applications, studies, reports, etc., may be required. **The information in this document is applicable for a maximum of one (1) year from the meeting date.**

Before you submit your application, please contact the assigned Planner to confirm submission requirements and the applicable fee. Fees will not be accepted until the submission has been reviewed and confirmed by the Planning Department.

1. Property Information and Proposal Summary

Registered owner: Ryan and Shantel Bosgoed

Applicant/agent (if different than owner): Justin Walsh and Tyler Hurst (PK Construction)

Property address: 1454 Front Road, Charlotteville

Roll Number: 3310493090441000000

Current Official Plan designation and Zoning: Hazard Land, Provincially Significant Wetland, and Agricultural Official Plan Designations, as well as Hazard Land, Provincially Significant Wetland, and Agricultural Zones.

Proposal: The applicant proposes to construct a one-storey winery building.

2. Assigned File Planner

Name and Title: Kendall Wharton, Planner

Phone Number: 519-426-5870 ext. 1065

E-mail: Kendall.wharton@norfolkcounty.ca

3. Required Studies and Plans for Complete Application

Submission Materials	Required?	Notes:
Planning Requirements		
Completed Application Form	<input checked="" type="checkbox"/>	
Concept Plan	<input checked="" type="checkbox"/>	
Draft Plan of Subdivision	<input type="checkbox"/>	
Building Elevations	<input type="checkbox"/>	
Building Floor Plans and Roof Plans	<input type="checkbox"/>	
Landscaping Plan	<input type="checkbox"/>	
Minimum Distance Separation Schedule	<input type="checkbox"/>	
Photometrics (Lighting) Plan	<input type="checkbox"/>	
Site Plan and Site Plan Details	<input checked="" type="checkbox"/>	
Survey/Legal Plan	<input checked="" type="checkbox"/>	
Topographical Survey	<input checked="" type="checkbox"/>	
Agricultural Impact Assessment	<input type="checkbox"/>	
Air Treatment Control Study	<input type="checkbox"/>	
Archeological Assessment	<input checked="" type="checkbox"/>	
Marine Archeological Assessment	<input type="checkbox"/>	
Draft Official Plan Amendment	<input type="checkbox"/>	

Submission Materials	Required?	Notes:
Draft Zoning By-law Amendment	<input type="checkbox"/>	
Dust, Noise and Vibration Study	<input type="checkbox"/>	Note for Applicants: This report shall be peer reviewed at the owner's expense.
Environmental Impact Study	<input type="checkbox"/>	Note for Applicants: This report shall be peer reviewed at the owner's expense.
Environmental Site Assessment and Record of Site Condition	<input type="checkbox"/>	RSC not required for first submission for a draft plan of subdivision but will be required as a condition of approval
Farm Business Registration		
Heritage Impact Assessment	<input type="checkbox"/>	
Land Use Compatibility Study	<input type="checkbox"/>	Note for Applicants: This report shall be peer reviewed at the owner's expense.
Market Impact Analysis	<input type="checkbox"/>	Note for Applicants: This report shall be peer reviewed at the owner's expense.
On-Site Sewage Evaluation	<input type="checkbox"/>	
Parking Plan	<input type="checkbox"/>	
Planning Justification Report	<input checked="" type="checkbox"/>	Not Required for site plan applications or standard draft plan of condominium
Planning Justification Brief/Letter		For minor applications.
Restricted Land Use Screening Form	<input type="checkbox"/>	
Shadow Study	<input type="checkbox"/>	
Urban Design Brief	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	
Engineering Requirements		
	<input checked="" type="checkbox"/>	*Please see table below under section iv. for more details
Additional Conservation Authority Requirements		
	<input checked="" type="checkbox"/>	*Please see table below under section viii. for more details

4. Detailed Comments Pertinent to the Application:

i. Norfolk County Planning and Agreement



Contact Name(s) and Title(s): Kendall Wharton, Planner, BEDP
Email: kendall.wharton@norfolkcounty.ca
Comments:

The proposed development is considered on-farm diversified use, and therefore requires a site plan application. It will be subject to the policies of 12.3 of the Zoning By-law regarding On-Farm Diversified Use, and the policies of 7.2.2 and 9.6.5 of the Official Plan regarding On-Farm Diversified Use and Site Plan Control, respectively.

Agreement Services

Contact Name(s) and Title(s): Annette Helmig, Agreement and Development Coordinator
Email: Annette.helmig@norfolkcounty.ca
Comments:

Wonderful to hear about your proposal.

If performance securities for the infrastructure and landscaping works area requirement of your site plan approval you will be required to enter into a development agreement with the County. The agreement will be registered on title at the owner's expense. The owner will also be required to secure commercial general liability insurance coverage. The coverage must be kept in force during the duration of construction until after a successful site inspection and release of the performance securities. The attached information sheet will assist you with a complete submission if an agreement is required.

All the best with your development.

ii. Norfolk County Building

Contact Name(s) and Title(s): Lisa Jennings, Building Inspector II
Email: lisa.jennings@norfolkcounty.ca
Comments:

The proposed construction is considered a Part 3 Group A – Assembly Occupancy as defined by the Ontario Building Code (OBC). You will need to retain the services of an Architect and/or a Professional Engineer to complete the design documentation for this application.

3.1.2.7.(7) - within the application of part 3. Still designed under part 3. Might reduce out of architect papers.

The Designer will need to provide a Part 3 Building Code matrix. This matrix represents selected elements from your detailed code analysis and presents a

quick overview to the municipal building official of the key OBC factors concerning your design. The matrix will identify OBC review items such as occupant loads, fire separations, project description, building size, building classification, fire alarms, type of construction, barrier free requirements, plumbing fixture requirements and spatial separations.

Please note for the designer the the project will need to be designed following the newest 2024 code released in January 2025. There will be some possible changes necessary with the implementation of OBC Sections 3.2 Building Fire Safety and 3.8. Barrier Free Design.

Section 3.2.5 requires fire water supply for all Part 3 buildings.

Designer to review OBC 3.7 - 1 universal washroom, 2 male water closets, 2 female water closets and 1 staff washroom based on plan provided.

3.8. Changes to accessibility, accessibility signage and barrier free access to the public thoroughfare.

Commercial kitchen – NFPA 96 hood. A kitchen regardless of its use needs to meet the requirements in NFPA 96.

A qualified individual with a BCIN# for On-Site Sewage Systems would be required to complete the design for any proposed new septic system. The septic system must be sized for the proposed flow and all OBC Part 8 clearances will be required. Municipal septic permits/inspections are for the sum of all septic systems on the property up to a flow of 10,000L, above which requires MOE approvals.

If proposing to use the existing septic bed and connect into it, the system will need to be evaluated to ensure the existing system can support the new loading. The existing system needs to be located to ensure compliance with OBC Part 8.

Signs proposed due to development will require a permit as part of Norfolk's Sign Bylaw and may need a Building Permit according to the OBC.

No Ontario Building Code review has been completed at this time and will be done at permit application stage.

If you have any questions on the building permit process or plans required, please contact permits@norfolkcounty.ca or 226-NORFOLK (226-667-3655) ext. 6016

iii. Norfolk County Zoning

Contact Name(s) and Title(s): Troy Scriven, Zoning Administrator

Email: troy.scriven@norfolkcounty.ca

Comments:

The proposal is considered on farm diversified use and is a permitted use on the property subject to section 12.3 of the zoning by-law

No on farm diversified use shall exceed 1 hectare of a farm parcel. This includes parking spaces and outdoor storage.

The maximum gross floor area of buildings used for farm diversified use shall not exceed 2000 square meters. The proposal is well under this maximum area limit.

Parking requirements will be subject to section 4 of the zoning by-law for a restaurant and restaurant patio.

1 parking space for every 10 square meters of useable floor area inside the building will be required and 1 parking space for ever 4 seats on the outdoor patio

iv. Norfolk County Engineering and Infrastructure Services

Contact Name and Title: Robert Bardaloo – Jr Development Engineering Technologist

Email: robert.bardaloo@norfolkcounty.ca

Comments:

Planning Requirements	Required ?	Notes:
Plans and Design Sheets		
Concept Plan	<input checked="" type="checkbox"/>	
Draft Plan of Subdivision	<input type="checkbox"/>	
Site Plan and Site Plan Details	<input checked="" type="checkbox"/>	
Survey/Legal Plan	<input type="checkbox"/>	
Topographical Survey	<input type="checkbox"/>	
Area Grading Plan	<input type="checkbox"/>	
Lot Grading Plan	<input checked="" type="checkbox"/>	
Siltation and Erosion Control Plan	<input checked="" type="checkbox"/>	Bordering PSW,

General Plan of Services	<input checked="" type="checkbox"/>	Proposal for a small kitchen in the building. New Sanitary septic tank, Existing Water Servicing on site
Plan and Profile Drawings	<input type="checkbox"/>	
Storm Drainage Plan (complete with drainage area definition inclusive of external contribution areas and storm design sheets)	<input checked="" type="checkbox"/>	Site Plan
Sanitary Drainage Plan and Design sheets	<input type="checkbox"/>	
Pavement Marking and Signage	<input type="checkbox"/>	
Streetlighting Plan	<input type="checkbox"/>	
On-street parking plan	<input type="checkbox"/>	
Composite Utility Plan	<input type="checkbox"/>	
Studies and Reports		
Archeological Assessment	<input type="checkbox"/>	
Dust, Noise and Vibration Study	<input type="checkbox"/>	
Environmental Impact Study	<input type="checkbox"/>	
Functional Servicing Report (Water and Sanitary)	<input type="checkbox"/>	Water and Wastewater Demand and Output (capacity needs) computations. Shall include system pressure and Fire Flow assessment. System modelling to determine system capacity (available/proposed) completed by County consultant at Applicants cost.
Storm Water Management Report	<input checked="" type="checkbox"/>	Report to address Water Balance, Quantity Targets and Control Solution, Quality Treatment target and treatment solution, conveyance system design (minor and major), detention/retention techniques and sizing, and LID solutions where proposed.
Source Water Protection Area Assessment	<input type="checkbox"/>	
Drainage Act Assessment	<input type="checkbox"/>	Application proposes changes (an amendment) to an existing Municipal Drain OR Application seeks to use the Drainage Act to petition process to secure a drainage out for the development. Consultation with the County Drainage Division is required to complete this assessment.
Geotechnical Study	<input type="checkbox"/>	Study to confirm suitability of soils to support the proposal along with defining the seasonally high groundwater level and

		the ability of the soil to support any proposed infiltration features.
Hydrogeological Study	<input type="checkbox"/>	
Land Use Compatibility Study	<input type="checkbox"/>	
Environmental Site Assessment	<input type="checkbox"/>	Phase 1 minimum; Phase 2, record of Site Condition and filing of CPU may be required
Environmental Impact Assessment	<input type="checkbox"/>	
Traffic Impact Assessment/Study	<input type="checkbox"/>	If proposal introduces >75 total (to/from) daily trips (approx. 15 units). Terms of Reference to be approved by Norfolk County prior to work proceeding
Functional Traffic Assessment	<input checked="" type="checkbox"/>	Assessment to be defined: Sight line, gap analysis, safety assessment, vehicle turning accommodations. If no secondary entrance is to be installed, then assessment of existing entrance to address sight line concerns.
Construction Access and Management Plan	<input type="checkbox"/>	
Walkability and Transit Connectivity Assessment	<input type="checkbox"/>	Can be included in TIA/TIS where required – otherwise a standalone assessment
Streetlighting design (complete with Photometric Analysis/Plan)	<input type="checkbox"/>	
Capital and Operating Financial Impact Assessment	<input type="checkbox"/>	
Coastal Engineers Report confirming Shoreline setback (where Shoreline Assessments are required)	<input type="checkbox"/>	
Slope Stability / Erosion Analysis (where proposal abuts major/minor valley lands).	<input type="checkbox"/>	
Geomorphological Assessment	<input type="checkbox"/>	
Complete Land Titles Act Application for First Registration process	<input type="checkbox"/>	To be used if/when there exists the possibility for others to have unregistered interests in the lands subject to redevelopment.
Secondary Plan inclusive of Master Drainage Study/Subwatershed Study	<input type="checkbox"/>	
Other: Securities	<input checked="" type="checkbox"/>	With 10% of site works and 100% within ROW. If no secondary entrance is created, then securities are not needed.

v. Norfolk County Realty Services

Contact Name and Title: Alisha O'Brien, Corporate Services Generalist

Email: realty.services@norfolkcounty.ca

Comments:

The County will require postponements of any charges/mortgages (if any) on title to the County's site plan agreement. We recommend that you connect with your lender(s) (if any) and/or your solicitors as early in the process to avoid any delays.

vi. Norfolk County Accessibility:

Contact Name and Title: Sam McFarlane, Manager, Accessibility and Special Projects

Email: sam.mcfarlane@norfolkcounty.ca

Comments:

No comments from Accessibility at this stage.

vii. Norfolk County Fire Services

Contact Name and Title: Katie BALLANTYNE, Community Safety Officer

Email: katie.ballantyne@norfolkcounty.ca

Comments:

Norfolk County Fire Department has the following comments for this proposal:

- Ensure adequate access for fire department apparatus
- Notify NCFD is electric vehicle charging or battery storage infrastructure (e.g., Tesla wall) will be provided/installed

viii. Long Point Regional Conservation Authority – Summary of Recommendation

Contact Name and Title: Isabel Johnson, Resource Planner

Email: ijohnson@lprca.on.ca

Comments:

Conservation Authority Requirements to Proceed:	May be Required	Required
The below requirements are to be submitted as part of the proposal for development.		
Conservation Authority Permit		x
Stormwater Management Report	x	
Topographic Survey		x
Grading Plan		x
Other		

Notes:

Site Characteristics

The subject property is subject to flooding and erosion hazards from Forestville creek and contains provincially significant wetlands.

Delegated Responsibility from the Minister of Natural Resources, Chapter 5.2 of the Provincial Policy Statement, 2024

Conservation Authorities have been delegated responsibilities from the Ministry of Natural Resources to represent the provincial interests regarding natural hazards encompassed by Chapter 5.2 of the Provincial Policy Statement, 2024 (PPS). The overall intent of Chapter 5.0 - Protecting Public Health and Safety of the PPS is to reduce the potential public cost and/or risk to Ontario's residents from natural or human-made hazards. As such, "development shall be directed away from areas of natural or human-made hazards where there is an unacceptable risk to public health or safety or of property damage, and not create new or aggravate existing hazards."

The proposed building appears to be sufficiently setback from the slope adjacent to Forestville Creek.

Permitting under Ontario Regulation 41/24

The subject lands are regulated by Long Point Region Conservation Authority under Ontario Regulation 41/24. Permission from this office is required prior to any development within the regulated area as defined in the Conservation Authorities Act.

Development is defined as:

- the construction, reconstruction, erection or placing of a building or structure of any kind,

- any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- site grading, or
- the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere (Ontario Regulation 41/24)

As the wetland is delineated throughout the slope, the hydrology of the wetland will not be affected by the proposed development.

Specific to your request, for staff to recommend approval, a site plan and construction plans, which include the following details, must be submitted with a completed application:

1. Site plan illustrating the distance from the top of slope
2. Drainage plan,
3. Construction drawings,
4. Grading plan, including details for the driveway.

Current Planning Application Fees (2025)

Pre-consultation Fee - \$339

Zoning By-Law Amendment- \$514.15*

Consent (severance)- \$514.15*

Variance- \$514.15*

Site Plan Control- \$514.15*

* Accompanied by 1 technical report- \$813.60, Accompanied by 2 technical reports- \$1,615.90

*LPRCA fees, applications, and helpful resources can be found by visiting <https://lprca.on.ca/planning-permits/planning-fees/>

Please feel free to reach out for any further questions related to this matter.

ix. Mississaugas of the Credit First Nation

Contact Name and Title: Abby Lee LaForme, Consultation Coordinator

Email: abby.laforme@mncfn.ca

Comments:

The Mississaugas of the Credit First Nation (MCFN) are the Treaty Holders of the land on which the project will take place – specifically, the Between the

Lake Treaty No. 3 of 1792. The MCFN holds Indigenous and Treaty Rights specific to the project location and its environs, which may be adversely impacted by it. The Department of Consultation and Accommodation (DOCA) is designated by the MCFN to handle consultation matters on its behalf.

The DOCA consultation team has filed the project-related correspondence identified above. Upon our review, we have determined that **the project should be proceeded by, at minimum, a Stage 1 archaeological assessment** to determine the location's archaeological potential. DOCA must be notified of, invited to participate in, and provided the opportunity to review this archaeological assessment, as well as any environmental assessments. At its discretion, DOCA may request capacity funding from the proponent for its consultation and engagement activities relating to the project.

DOCA expects to be notified of any and all future project updates and/or changes.

If you have any questions for the DOCA consultation team, please feel free to contact us.

Thank you

x. Six Nations of the Grand River

Contact Name and Title: Tierra Henhawk, Archaeological Community Monitor
Administrative Assistant

Email: acmaa@sixnations.ca

Comments:

With to the site having archaeological potential, we will require a minimum stage 1 archaeological assessment. SNGR Archaeological Supervisor Tanya Hill-Montour will require the stage 1 Archaeological Assessment Reports for the project.

Any archaeology that would proceed after the stage 1 assessment we request Six Nations archaeological monitor participation.

Nya:weh / Thank You!

5. Notes and Clauses:

1. The purpose of this document is to identify the information required to commence processing a complete application as set out in the Planning Act, R.S.O. 1990, CHAPTER P.13, as amended and the County's Official Plan.
2. Pre-consultation does not imply or suggest any decision whatsoever on behalf of staff or the County to either support or refuse the application.
3. The application should be aware that the information provided is accurate as of the date of the pre-consultation meeting. Should an application not be submitted within a year, and should other policies, by-laws or procedures be approved by the Province, County, or other agencies prior to the submission of a formal application, the applicant will be subject to any new policies, by-laws or procedures that are in effect at the time of the submission of a formal application. **If an application is not submitted within one (1) year, another pre-consultation meeting shall be required, unless an exception is granted in writing by the Director of Planning**
4. It is hereby understood that during the review of the application additional studies or information may be required as a result of issues arising during the processing of the application or the review of the submitted studies.
5. If the County does not have sufficient expertise to review and determine that a study is acceptable, the County may require a peer review. The terms of reference for a peer review is determined by the County and paid for by the applicant.
6. Please note if performance securities are required by the County to secure any internal and external development works, a recommended condition for your planning application approval will be to enter into a development agreement with the County. The agreement will be registered on title to the subject lands, at the owner's expense. The additional requirements for an agreement could include, but are not limited to the following:
 - Engineering drawing review
 - Engineer's schedule of costs for the works
 - Clearance letter and supporting documentation to support condition clearance
 - User fees and performance securities
 - Current property identification number (PIN printout)
 - Owner's commercial general liability insurance certificate
 - Professional liability insurance certificate
 - Postponement of interest
 - Transfers and / or transfer easements along with registered

reference plan

6. Signatures

Staff Signatures

County Planning Staff :

Date:

Planning Staff Signature:

Applicant/Owner Signature

Owner Name (print):

Applicant Name (Print):

Owner Signature:

Applicant Signature:

Date:

Appendix A: Planning Reference Materials

Following is a summary of some land use planning reference materials. It is the requirement of the applicant to ensure compliance with applicable legislation, policies, and regulations.

Provincial Policy Statement, 2020

<https://www.ontario.ca/page/provincial-policy-statement-2020>

Norfolk County Official Plan

<https://www.norfolkcounty.ca/government/planning/official-plan/>

Section 9.6.1 outlines requirements in relation to requests to amend the Official Plan. Section 9.6.2 outlines requirements in relation to requests to amend the Zoning By-law.

It is the responsibility of the proponent to review and ensure relevant Official Plan policies are addressed in any future development application.

Norfolk County Zoning By-Law 1-Z-2014

<https://www.norfolkcounty.ca/government/planning/new-zoning-by-law/>

The provisions of the Norfolk County Zoning By-Law shall apply to all lands within the boundaries of Norfolk County. No land, building or structure shall be used, erected, or altered in whole or in part except in conformity with the provisions of this By-Law. No land, building or structure shall be used or occupied except for uses that are specifically identified in the By-Law as permitted uses by the relevant zoning category.

It is the responsibility of the proponent to review and ensure relevant Zoning By-law provisions are addressed in any future development application.

Endangered and Threatened Species:

Endangered and threatened species and their habitat are protected under the provinces Endangered Species Act, 2007 (ESA), O. Reg. 242/08 and O. Reg. 830/21. The Act prohibits development or site alteration within areas of significant habitat for endangered or threatened species without demonstrating that no negative impacts will occur. The Ministry of the Environment, Conservation and Parks ("MECP") provides the service of responding to species at risk information requests and project screenings. The proponent is responsible for discussing the proposed activity and having their project screened with MECP (Ministry of Environment, Conservation and Parks).

Please be advised that 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.

Summary of Fees, Forms, and other information pertaining to the planning process can be found by visiting <https://www.norfolkcounty.ca/government/planning/>

Norfolk County Engineering Design Standards

All applicants must adhere to Norfolk County's Design Criteria when undertaking a development project. Please contact Engineering and Infrastructure Services directly for a copy of Norfolk County's Design Criteria .



17253

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

July 31, 2025

County of Norfolk
Community Planning Services
185 Robinson Street
Simcoe, Ontario
N3Y 5L6

Attention: Ms. K. Wharton,
Planner

Re: Proposed Site Plan Approval Application
MN 1454 Front Road,
St. Williams, Ontario
Norfolk County

Dear Sir:

On behalf of our client, Inasphere Wines and P.K. Construction, please find enclosed the following information regarding our application for site plan approval relating to the construction of a restaurant facility (tasting facility) related to the winery operation on the subject lands.

Please find enclosed the following information in support of this application.

1. One (1) copy of the site plans as prepared by our office relating to this site including the proposed development. (Drawings 17253-1).
Includes
 - Topographical Survey
 - Siltation and Erosion Control
 - Transportation Considerations
2. One (1) copy of the "Application for Site Plan Approval" completed by our office including the appropriate signatures of the owner.
3. A cheque in the amount of \$ 15,689.00 will be provided upon confirmation of the amount and acceptance of the application)
4. One (1) copy of the preliminary building plans relating to this site.
5. One (1) copy of the planning justification opinion prepared by The Angrish Group relating to the proposed development



Professional Engineers
Ontario

6. One (1) copy of the preliminary survey information relating to this site.
7. One (1) copy of the archeological assessment of the property as prepared by Irvin Heritage Inc.
8. One (1) copy of the functional servicing report including stormwater management considerations as prepared by J H Cohoon Engineering Limited
9. One (1) copy of a preliminary Ontario Building Code Matrix for the site as prepared by J H Cohoon Engineering Limited
10. One (1) copy of the traffic assessment as prepared by J H Cohoon Engineering Limited.
11. One (1) copy of the cost estimate of securities for the proposed development as prepared by J H Cohoon Engineering Limited.
12. One (1) copy of the pre-consultation notes relating to this property.
13. Electronic Copy of documents included on the Cityview Portal of Norfolk County.

The proposal is to construct a 265 sq.m. accessory structure to be occupied for tasting services for the proposed winery.

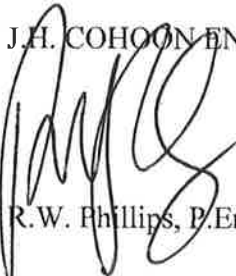
The current Official Plan Designation is Resort Residential within the Norfolk County Official Plan and is currently zoned Agricultural / Natural Hazard / PSW in the Comprehensive Zoning Bylaw of Norfolk County.

With the submission of this information, we would respectfully appreciate your prompt circulation of the application to the various departments.

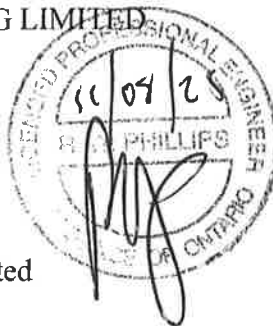
If you require any further details, please do not hesitate to contact this office, at your earliest convenience.

Yours truly,

J.H. COHOON ENGINEERING LIMITED


R.W. Phillips, P.Eng.

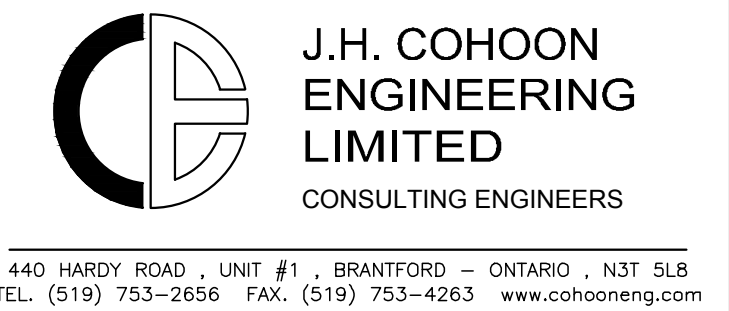
c.c. P. K. Construction Limited



[illegible]

	DENOTES 6.0m WIDE FIRE ROUTE
	
	DENOTES STOP SIGN
	DENOTES ACCESSIBLE PARKING SIGN
	DENOTES FIRE ROUTE SIGN (ATTACHED TO EXISTING BUILDING)

D.	REVISION	DATE (MM/DD/YY)	BY
----	----------	--------------------	----



PROJECT:

INASPHERE WINES

LOT 43 REG. PLAN 82-B

TOWNSHIP OF CHARLOTTEVILLE

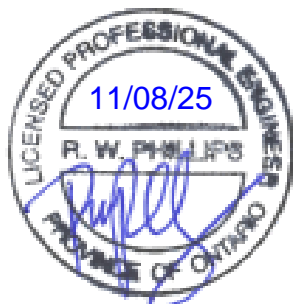
1454 FRONT ROAD, ST. WILLIAMS

NORFOLK COUNTY

PK CONSTRUCTION

TRANSPORTATION AND
SIGNAGE PLAN

DESIGN:	R.W.P.	SCALE:	1:400
DRAWN:	K.P.B.	JOB No: 17253	
CHECKED:	R.W.P.		
HEET:	2 of 2		DWG. No:
DATE:	AUG. 1/25		17253-2



Stage 1 Archaeological Assessment Report

1454 Front Road, St. Williams
Lot 43 Reg. Plan 82-B
Norfolk County
Part of Lot 7, Concession A
Historic Township of Chartlotteville
Historic County of Norfolks

July 9, 2025
Prepared for: The Proponent
Prepared by: Irvin Heritage Inc.
Archaeological Licensee: Thomas Irvin, P379
PIF#: P379-0791-2025
Related PIF#(s): NA
Version: Original

Executive Summary

Irvin Heritage Inc. was contracted by the proponent to conduct a Stage 1 Archaeological Assessment in support of an application to construct various structures related to a restaurant and associated parking areas within a Study Area which is approximately 34.82 Ha in size.

The Stage 1 Archaeological Assessment report indicates that no previous archaeological assessments have occurred within the Study Area and there are currently no registered archaeological sites within or directly adjacent to the Study Area.

Given the results and conclusions of the completed Stage 1 Archaeological Assessment, a Stage 2 Archaeological Assessment is recommended of the Study Area and must conform to the following methodologies:

- Lands which can be subject to agricultural ploughing must be prepared via ploughing to ensure a minimum 80% of soil visibility. Prepared lands must be allowed to weather under a significant rainfall event, or several lighter rains. A visual survey must be undertaken along 5 m survey intervals.
- Lands which are not viable to plough must be subject to a test pit survey with the following conditions:
 - ▶ All test pits are to be excavated by hand at 5 m intervals along 5 m transects
 - ▶ Test pits must be excavated to within 1 m of all extant and/or ruined structures when present
 - ▶ All test pits must be 30 cm in diameter and be excavated into the first 5 cm of subsoil
 - ▶ All test pits must be examined for evidence of fill, stratigraphy or cultural features
 - ▶ All excavated soils must be screened through 6 mm wire mesh to facilitate artifact recovery
 - ▶ All artifacts recovered must be retained via their associated test pit
 - ▶ All test pits are to be backfilled unless instructed otherwise by the landowner
- Notwithstanding the above recommendations, the provided Advice On Compliance With Legislation shall take precedent over any recommendations of this report should deeply buried archaeological resources or human remains be found during any future earthworks within the Study Area.

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Project Personnel

<u>Professional Licensee & Project Manager:</u>	Thomas Irvin, MA (P379)
<u>Field Director(s):</u>	NA
<u>Assistant Field Director(s):</u>	NA
<u>Field Archaeologists:</u>	NA
<u>Report Author(s):</u>	Thomas Irvin, MA (P379) Kathleen McGowan, Hon. BA (R1299)
<u>Historic Research:</u>	Kathleen McGowan, Hon. BA (R1299)
<u>Laboratory Processing & Analysis:</u>	NA
<u>GIS Mapping:</u>	Sajeev Bhagowtee, BA
<u>Internal Review:</u>	Michelle Pandith, BA

Archaeological Resources Reported On Herein (Bordenized & Non-Bordenized)

Resource Name	Borden	Affinity	Type	CHVI	Notes
-	-	-	-	-	-

1. ASSESSMENT CONTEXT

1.1. Development Context

Irvin Heritage Inc. was retained by the proponent to conduct a Stage 1 Archaeological Assessment of their property (the Study Area) located at 1454 Front Road, St. Williams Lot 43 Reg. Plan 82-B, Norfolk County, Part of Lot 7, Concession A, Historic Township of Chartlotteville in the Historic County of Norfolks (Map 1).

The requirement for an Archaeological Assessment was triggered by the Planning Act in response to an Application for the construction of a restaurant and associated parking areas. The assessment reported on herein was undertaken after direction by the Approval Authority and before formal application submission.

The Archaeological Assessment reported on was undertaken for the entirety of the approximately 34.82 Ha Study Area.

1.2. Environmental Setting

The Study Area is approximately 34.82 Ha in size and is predominantly active agricultural lands, treed areas, scrubland, extant, occupied, and serviced structures and associated parking are present within the northern limit (Maps 2 & 3).

The Study Area is abutting marshland within Turkey Point on the southern limit of the property.

The Study Area is situated within the Norfolk Sand Plain (22) physiographic region of Southern Ontario (Chapman & Putnam 1984).

2. INDIGENOUS CONTEXT

2.1. Indigenous Peoples Archaeological Context

A search was conducted within the Sites Module of the provincial PastPort System for all pre-contact registered archaeological sites within a 5 km radius of the Study Area. The Sites Module is the online registry of all known and registered archaeological sites and is maintained by the Archaeology Program Unit of the Ontario Ministry of Citizenship and Multiculturalism (MCM). This determined that a total of 17 such sites have been registered as of the date noted above.

This baseline review was conducted to place the specific Study Area within the known archaeological landscape of the surrounding area, in specific relation to inferred land use patterns by Indigenous peoples. A 5 km radius was chosen, by the licensee, to sample the registered archaeological landscape in which the Study Area is situated by reviewing sites identified as 'Pre-Contact' and/or 'Indigenous'. It should be noted that low numbers, or an absence of registered archaeological sites, is directly tied to the degree of archaeological survey conducted within the search area. Further, absence or productivity of sites may not accurately reflect the land use patterns of Indigenous peoples within the landscape.

Within the data reviewed for this assessment, it is of note that there are distinct Archaic period occupations with 11 noted Archaic period campsites. The balance of the known sites include a village and resource procurement sites. This indicates that the general landscape in which the Study Area is situated has been inhabited by Indigenous peoples, notably within the Late Woodland period and focused in sedentary and established site types.

While it is known that Southern-Ontario, as a whole, has been inhabited by Indigenous peoples from the Paleo period, the specific past land use of the Study Areas location suggests a focused and sustained occupation by various Indigenous peoples.

TABLE 1: REGISTERED INDIGENOUS SITES WITHIN 5 KM RADIUS OF STUDY AREA

Site Periods & Types	# of Registered Sites
Archaic	11
Aboriginal	11
Other Camp/Campsite	11
Woodland	2
Aboriginal	2
Other Camp/Campsite	2
Woodland, Middle	2
Aboriginal	2
Other Camp/Campsite	1
Village	1
Woodland, Late	2
Iroquoian	2

Site Periods & Types	# of Registered Sites
Other Camp/Campsite	1
Fishing	1

It should be noted that this list contains site types and designations created in the 20th/21st century and may not accurately reflect the true nature or purpose of the identified sites.

3. INDIGENOUS PEOPLES CULTURAL HISTORIES

3.1. Mississaugas of the Credit First Nation

The following Indigenous peoples history was written and provided by the Mississaugas of the Credit First Nation:

Prior to European contact, the ancestors of the Mississaugas of the New Credit First Nation occupied the lands north of Lake Superior and the area around Georgian Bay. The Mississaugas lived lightly on the lands they occupied and purposefully moved about the landscape harvesting resources as they became available.

Mississauga Territory

The ancestors of the Mississaugas of the Credit migrated into Southern Ontario by means of military conquest. After the Iroquois had expelled the Huron from Southern Ontario in 1649-50, they continued their attacks northward into the territories occupied by the Mississaugas and their allies. By the end of the 17th century, the Mississaugas and their allies had succeeded in driving the Iroquois back into their homelands south of Lake Ontario. At the conclusion of the conflict, many Mississaugas settled at the eastern end of Lake Ontario; other Mississaugas settled at the western end of the lake with their primary location at the mouth of the Credit River. The Mississaugas of the Credit occupied, controlled and exercised stewardship over approximately 3.9 million acres of lands, waters, and resources in Southern Ontario. Their territory extended from the Rouge River Valley westward across to the headwaters of the Thames River, down to Long Point on Lake Erie and then followed the shoreline of Lake Erie, the Niagara River, and Lake Ontario until arriving back at the Rouge River Valley. From the time of the conquest of New France in 1760, the British Crown recognized the inherent rights of First Nations and their ownership of the lands they occupied. The Royal Proclamation of 1763 confirmed First Nations' sovereignty over their lands and prevented anyone, other than the Crown, from purchasing that land. The Crown, needing First Nations' land for military purposes or for settlement, would first have to purchase it from its Indigenous occupants. (MCFN 2023)

4. HISTORICAL CONTEXT

4.1. Treaty History

The following Treaty No. 3 information is provided by the Mississaugas of the Credit First Nation:

The arrival of Loyalists during and after the American Revolutionary War placed pressure on the British Crown to find lands on which to settle the newcomers. Among the Loyalists were approximately 2000 members of the Six Nations who had lost their homes fighting on behalf of the Crown. Seeking to reward his First Nation allies for their loyalty during the war, Governor Haldimand offered homes to the Six Nations refugees in the remaining British colonies. One group of the Six Nations Loyalists settled at the eastern end of Lake Ontario, while another group, under the leadership of Mohawk Chief Joseph Brant, selected the Grand River Valley as an area for settlement. Recognizing that under the terms of the Royal Proclamation of 1763 the land needed to be purchased from its owners before the resettlement of the Grand River Valley could begin, Col. John Butler was sent to negotiate with the Mississaugas at the western end of Lake Ontario. On May 22, 1784, for the sum of £1180 worth of trade goods, the Mississaugas of the Credit ceded to the Crown approximately 3 000 000 acres of land located between Lakes Huron, Ontario, and Erie. Of those lands, some 550 000 acres were granted to the Six Nations in the Haldimand Proclamation of October 25, 1784, with the remainder to be utilized for the settlement of other Loyalists. The land grant to the Six Nations was to extend six miles on both sides of the Grand River from its mouth to its source. When it was later discovered that the upper limits of the Between the Lakes Treaty were in error due to faulty geographical assumptions, actual boundaries were defined and a confirming document signed by the Mississaugas and the Crown in 1792. Major population centres found within the boundaries of the Between the Lakes Treaty include Hamilton, Cambridge, Waterloo, Guelph, Brantford, and St. Catharines. The present location of the Mississaugas of the New Credit First Nation Reserve is located on Between the Lakes Treaty lands. (MCFN 2023)

The Study Area is located within the limits of the Between the Lakes Treaty No. 3. This treaty was signed on December 7, 1792 by Chiefs and Principle Women of the Mississauga Nation and John Graves Simcoe on behalf of the British Crown. The treaty includes over 3 million acres between Lake Ontario and Lake Erie. It extends along the northeastern shore of Lake Erie to outside of Port Bruce where it shares its western border with the McKee Purchase, London

Township Purchase, and Huron Tract Purchase. It extends north to approximately Arthur and then southeast to Indian Point, Burlington. On the east it is bordered by the Ajetance Purchase, the Head of the Lake Purchase, and the Brant Tract. The Between the Lakes Treaty is split into two sections with the Haldimand Tract running directly down the middle of the treaty lands just shy of 10km on either side the Grand River (MIA 2023).

4.2. County History

Norfolk County is a single tier municipality in southwestern Ontario located along the north shore of central east Lake Erie around and including Long Point Peninsula. Long Point Peninsula is a 40km stretch of sandy loam land that projects from the shore into Lake Erie. Due to Norfolk's advantageous location on Lake Erie, the availability of natural resources such as edible plants, wild game, fish, and fertile land for agriculture made it a well frequented area for early Indigenous communities (H.R. Page & Co 1877). Archaeologically, the Princess Point culture is a distinct part of Long Point Peninsula's Indigenous history however, the landscape lended itself to a variety of cultures from a large range of time periods (Dakin & Skibicki 1994).

Prior to formal settlement by Europeans, Norfolk County was a point of contact for early French Fur traders and Jesuits beginning in the 1580s but more frequent in the mid 1600s (Dakin & Skabicki 1994). These French explorers provided some of the only written records of Indigenous peoples' activity and inferred cultural affiliation. In Norfolk County, it was observed in the 1600s to be mainly inhabited by a culture the French called the "Neutrals" (Brown 2009) (Coakley & Charlton 2021).

European settlement began as early as the 1780s with United Empire Loyalists building lives for themselves primarily along the north shore of Lake Erie and up inland by way of the numerous river systems (Brown 2009)(Sutherland & Co 1867). Before Norfolk County was established, the lands were originally placed into the 1788 administrative district of Hesse, renamed the Western District in 1792. Norfolk County was also established in 1792 and then further reduced in 1798 and again in 1826 (MOPBSD 2024). Widespread settlement of Norfolk sped up after the completion of the Talbot Colonization Road in 1824 (Mika & Mika 1983). The early industries of the Norfolk centred around farming and milling with lumber being vastly popular along Long Point. In the mid 1800s, the lumber industry employed over 600 people but as the trees disappeared residents moved to mixed farming focussed on fruit, dairy and poultry (Mika & Mika 1977). However, the loss of forests came with the loss of soil fertility which cause many farmers to abandon their once prosperous farms, now reduced to fields of blowing sand. A

reforestation effort was introduced in 1908 and by the early 1920s farmers realized these desert like conditions were ideal for growing tobacco (Hodgins 1938) (H.R Page & Co 1877). Ironically, tobacco was a crop noted by the French to be grown by the “Neutrals” in the 1600s (Brown 2009). Tobacco farming became a defining industry of Norfolk that persisted into the modern era. As well as large farming operations, 19th century Norfolk County supported a strong iron ore smelting industry (Sutherland & Co 1867). By 1861, the population was 28 490, made predominantly of English, Welsh, Scottish, and Irish (Sutherland & Co 1867). The completion of the railway in 1870 bolstered the farming industry as Delhi could now ship its products more readily (Brown 2009)(H.R. Page & Co 1877).

Norfolk County went through number of restructurings over its administrative lifespan. In 1974, the County of Norfolk was dissolved and united with the former Haldimand County to create the Regional Municipality of Haldimand-Norfolk which included the City of Nanticoke; the Towns of Dunnville, Haldimand, and Simcoe; and the Townships of Delhi and Norfolk (Mika & Mika 1983)(MOPBSD 2024). The Regional Municipality of Haldimand-Norfolk was dissolved in 2001 and the County of Norfolk was established roughly in the boundaries of the historic Norfolk County. Modern Norfolk County is composed of the, "Townships of Norfolk and Delhi, the Town of Simcoe, and the westerly portion of the City of Nanticoke. Norfolk County forms part of the southern coast of Ontario on Lake Erie, and abuts the Six Nations of the Grand River Territory and Haldimand County to the east, Brant and Oxford Counties to the north and Elgin County to the west" (Norfolk County 2021). Norfolk's economy hangs onto its farming roots with Tobacco and small grain farming taking the forefront. Many residents also commute to nearby Haldimand County's heavy industrial parks (MacDonald 2015). The County has a large tourism component that is composed of cottaging along Lake Erie, the Long Point Biosphere Reserve, and Backus Heritage Conservation Area which is home to Ontario's oldest continually running mill (MacDonald 2015).

4.3. Study Area History

A review of historical resources resulted in the following data relevant to the Study Area:

Map 4: County of Norfolk (Belden 1856)

The Study Area is situated within part of Lot 7, Concession A. The land containing the Study Area is not listed under ownership. There are no structures within or directly adjacent to the Study Area. There is a watercourse noted running north to south in the central portion of the

Study Area. There may be a pathway or roadway running west to east along the edge of the noted marshland in the souther limit of the Study Area.

Map 5: Township of Charlotteville (Page 1877)

The Study Area is situated within part of Lot 7, Concession A. The land containing the Study Area is listed under ownership of Chaney Cook. There is a homestead noted with an associate orchard in the north western portion of the Study Area. There is a watercourse noted running north to south in the central portion of the Study Area. There may be a pathway or roadway running west to east along the edge of the noted marshland in the souther limit of the Study Area.

The following should be noted in regard to the review of historic maps:

- Study Area placement within historic maps is only approximate
- Many historic maps were subscriber based, meaning only individuals who paid a fee would have their property details mapped

5. ARCHAEOLOGICAL CONTEXT

5.1. Registered Archaeological Sites

A search of the Ontario Sites Database using a Study Area centroid of 17T E 551900 N 4725056 indicated that there are 0 registered archaeological sites within a 1 km radius of the Study Area.

5.2. Related and/or Adjacent Archaeological Assessments

A review of Archaeological Assessment reports currently accepted into the provincial register of archaeological reports that have been completed within a 50 m buffer of the Study Area resulted in no such reports being identified.

5.3. Cemeteries & Burials

As per a cursory search conducted, there are no known or registered cemeteries or burials within or directly adjacent to the Study Area.

5.4. Archaeological Management/Master Plan

The Study Area is not situated within limits of an active Archaeological Management/Master Plan.

5.5. Historic Plaques

There are no historic plaques within a 100 m radius of the Study Area (Ontario Heritage Trust 2021).

5.6. Study Area Archaeological Potential

The Study Area retains the following criteria of indicating archaeological potential:

- Present or past water sources within 300 m of the Study Area
- An area of early Euro-Canadian settlement within 300 m of the Study Area
- Historic transportation routes within 100 m of the Study Area
- The Study Area is situated within a landscape suitable for resource procurement, transit and habitation by both pre and post-contact Indigenous Peoples.

The Study Area is situated within a landscape that would have been appropriate for both resource procurement and habitation by both Indigenous and Euro-Canadian peoples.

6. STAGE 1 ANALYSIS & CONCLUSIONS

It is clear that the Study Area retains archaeological potential owing to the presence of one or more indicators of archaeological potential. Based on this analysis, it is concluded that a Stage 2 Archaeological Assessment Survey is required of the Study Area.

7. STAGE 1 ARCHAEOLOGICAL ASSESSMENT RECOMMENDATIONS

Given the results of the completed Stage 1 Analysis & Conclusions the Study Area retains archaeological potential and should be subject to a Stage 2 Archaeological Assessment Survey and should conform to the following:

- Lands which can be subject to agricultural ploughing must be prepared via ploughing to ensure a minimum 80% of soil visibility; the objective being to invert the soil column and ensure the exposed soils has minimal chaff. The use of chisel ploughs, harrow, or tined equipment are not archaeologically acceptable means of field preparation. Prepared lands

must be allowed to weather under a significant rainfall event, or several lighter rains. A Pedestrian Survey must be undertaken along transects not greater than 5 m.

- Lands which are not viable to plough must be subject to a Test Pit Survey with the following conditions:
 - ▶ All test pits are to be excavated by hand at 5 m intervals along 5 m transects
 - ▶ Test pits must be excavated to within 1 m of all extant and/or ruined structures when present
 - ▶ All test pits must be 30 cm in diameter and be excavated into the first 5 cm of subsoil
 - ▶ All test pits must be examined for evidence of fill, stratigraphy or cultural features
 - ▶ All excavated soils must be screened through 6 mm wire mesh to facilitate artifact recovery
 - ▶ All artifacts recovered must be retained via their associated test pit
 - ▶ All test pits are to be backfilled unless instructed otherwise by the landowner
- Notwithstanding the above recommendations, the provided Advice On Compliance With Legislation shall take precedent over any recommendations of this report should deeply buried archaeological resources or human remains be found during any future earthworks within the Study Area.

8. ADVICE ON COMPLIANCE WITH LEGISLATION

The Standards and Guidelines for Consultant Archaeologists requires that the following standard statements be provided within all archaeological reports for the benefit of the proponent and approval authority in the land use planning and development process (MTC 2011:126):

This report is submitted to the Minister of Tourism, Culture and Sport as a condition of licensing in accordance with Part VI of the Ontario Heritage Act, R.S.O. 1990, c 0.18. The report is reviewed to ensure that it complies with the standards and guidelines that are issued by the Minister, and that the archaeological fieldwork and report recommendations ensure the conservation, protection and preservation of the cultural heritage of Ontario. When all matters relating to archaeological sites within the project area of a development proposal have been addressed to the satisfaction of the MTCS, a letter will be issued by the ministry stating that there are no further concerns with regard to alterations to archaeological sites by the proposed development.

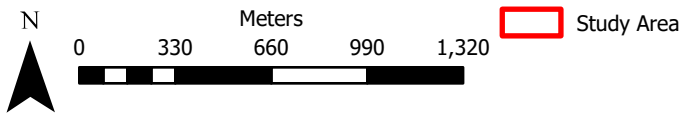
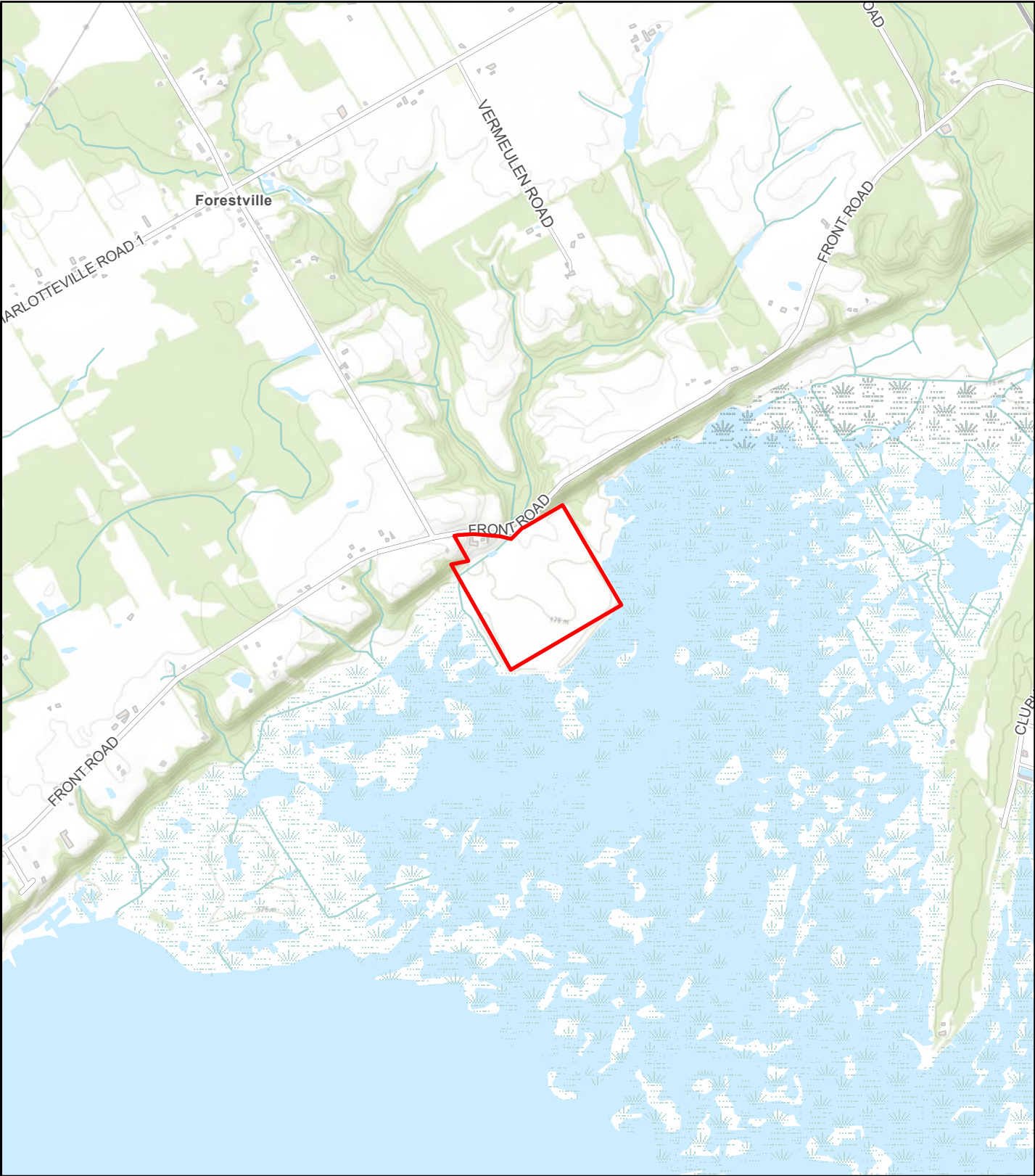
It is an offence under Sections 48 and 69 of the Ontario Heritage Act for any party other than a licensed archaeologist to make any alteration to a known archaeological site or to remove any artifact or other physical evidence of past human use or activity from the site, until such time as a licensed archaeologist has completed archaeological fieldwork on the site, submitted a report to the Minister stating that the site has no further cultural heritage value or interest, and the report has been filed in the Ontario Public Register of Archaeology Reports referred to in Section 65.1 of the Ontario Heritage Act.

Should previously undocumented archaeological resources be discovered, they may be a new archaeological site and therefore subject to Section 48 (1) of the Ontario Heritage Act. The proponent or person discovering the archaeological resources must cease alteration of the site immediately and engage a licensed consultant archaeologist to carry out archaeological fieldwork, in compliance with Section 48 (1) of the Ontario Heritage Act.

Archaeological sites recommended for further archaeological fieldwork or protection remain subject to Section 48 (1) of the Ontario Heritage Act and may not be altered, or have artifacts removed from them, except by a person holding an archaeological licence.

The Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33 requires that any person discovering human remains must notify the police or coroner and the Registrar of Cemeteries at the Ministry of Consumer Service.

9. MAPS




Source: Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community

Map 1: Study Area Location

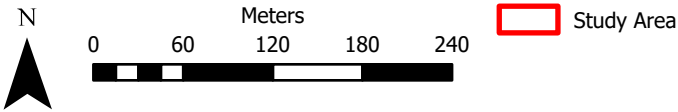


Meters
0 60 120 180 240

 Study Area

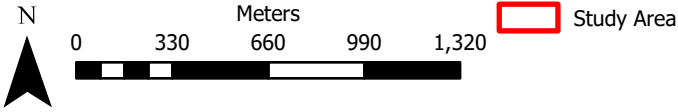
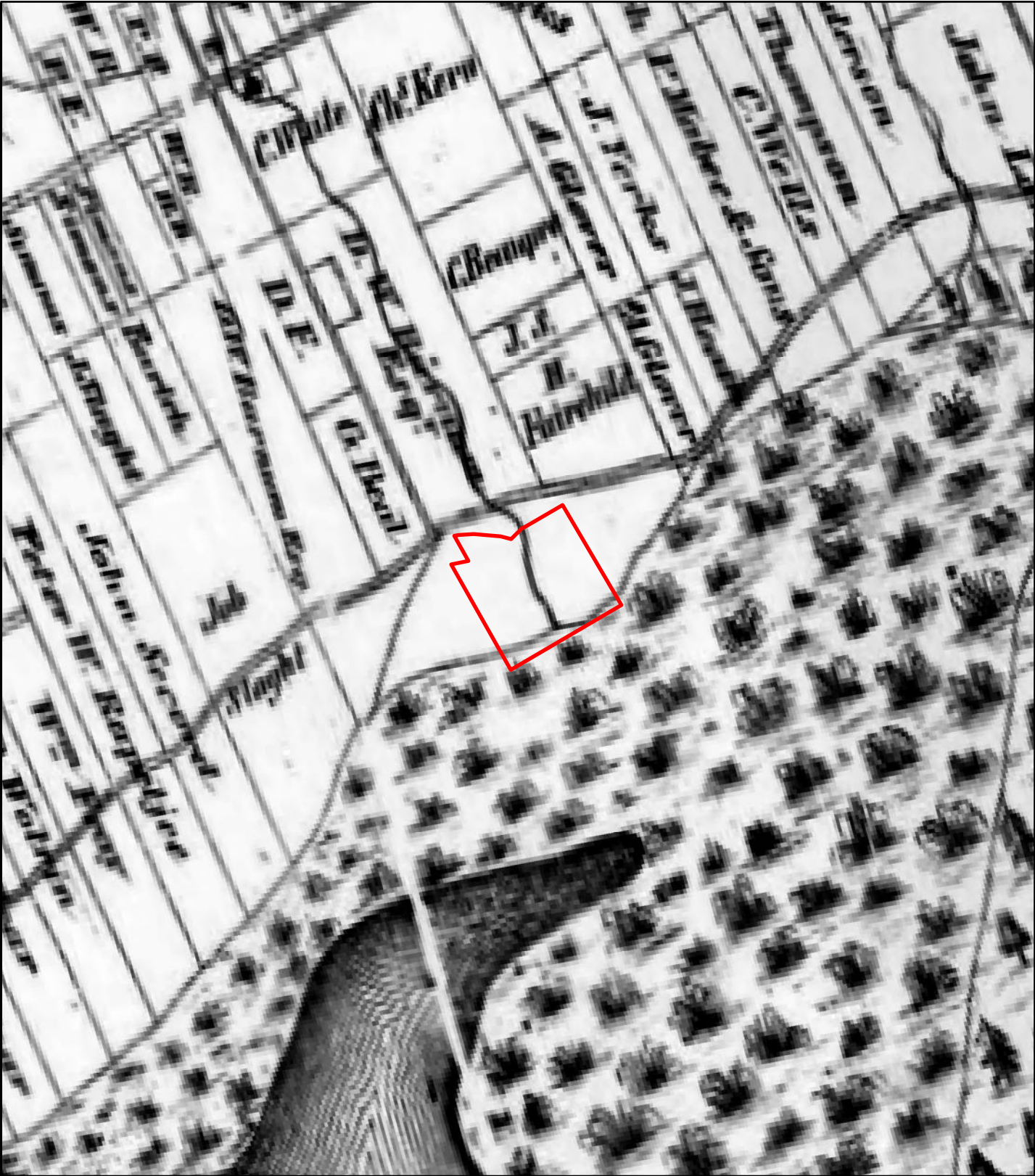
Source: Sources: Esri, Maxar, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap, and the GIS user community

Map 2: Study Area Topographic Detail



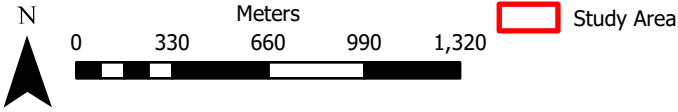
Source: © OpenStreetMap (and) contributors, CC-BY-SA

Map 3: Study Area Environmental Detail



Source: Tremaine 1856

Map 4: Study Area atop 1856 Map




Source: Page 1877

Map 5: Study Area atop 1877 Map



Meters
0 60 120 180 240

 Study Area

 Archaeological Potential: Stage 2 Archaeological Assessment Survey Recommended

Source: © OpenStreetMap (and) contributors, CC-BY-SA

Map 6: Stage 1 Results & Recommendations

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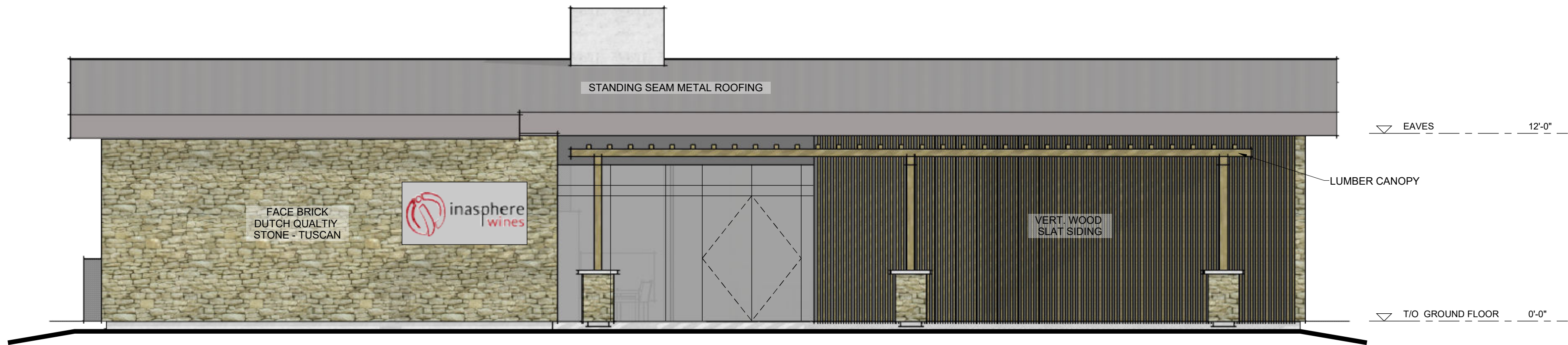
Tremaine, George C.

1856 *Map of the County of Norfolk, Canada West*, George C. Tremaine: Kingston

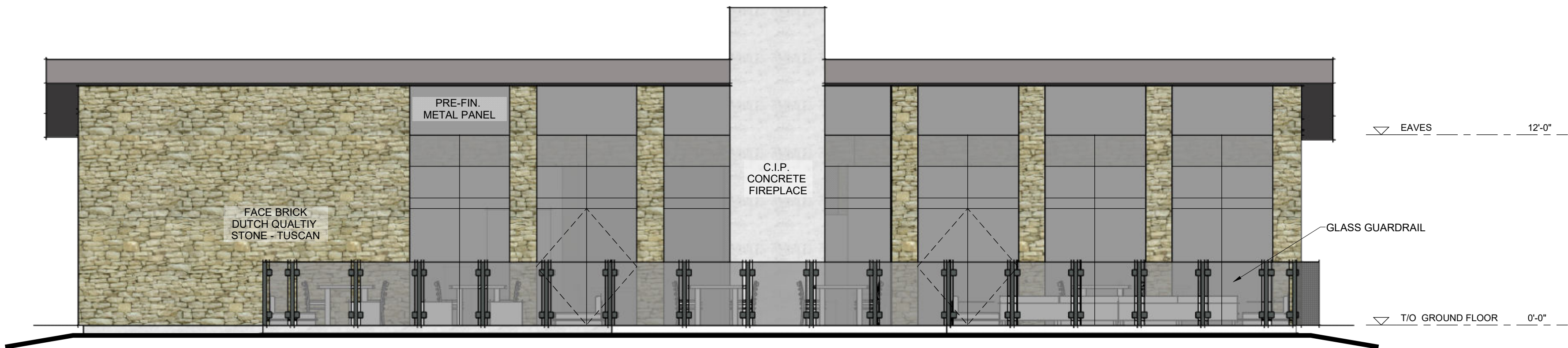


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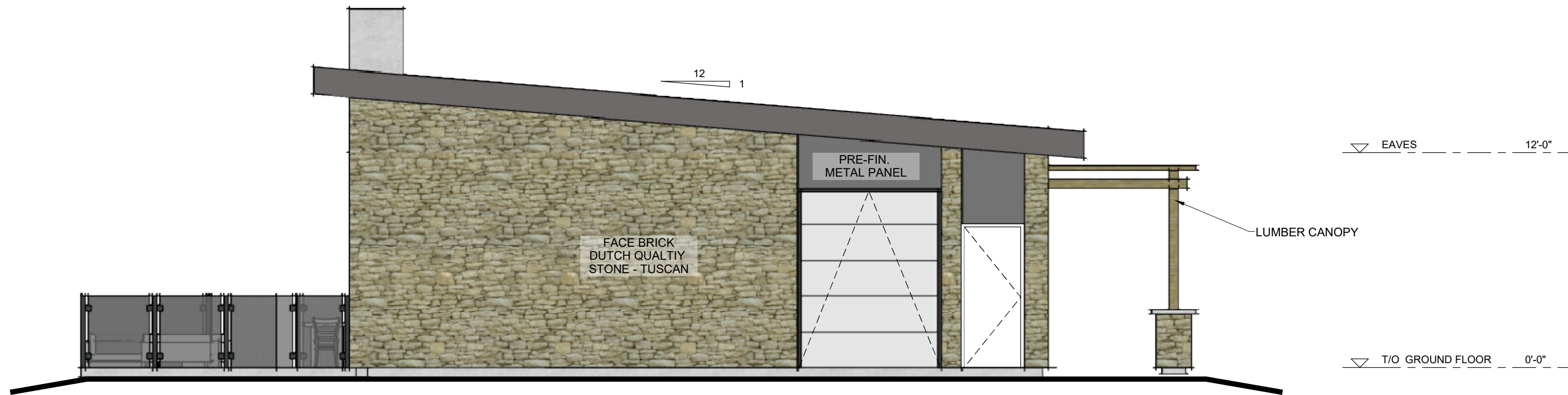
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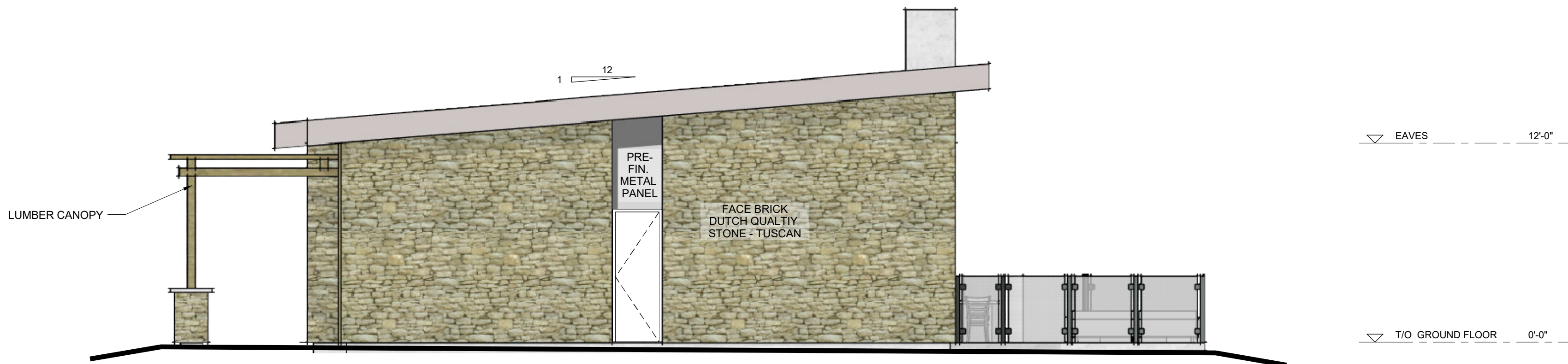
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ELEVATION - WEST
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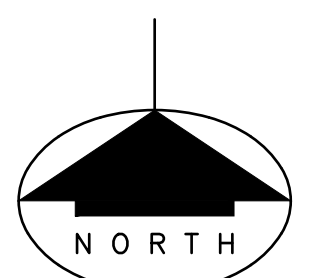
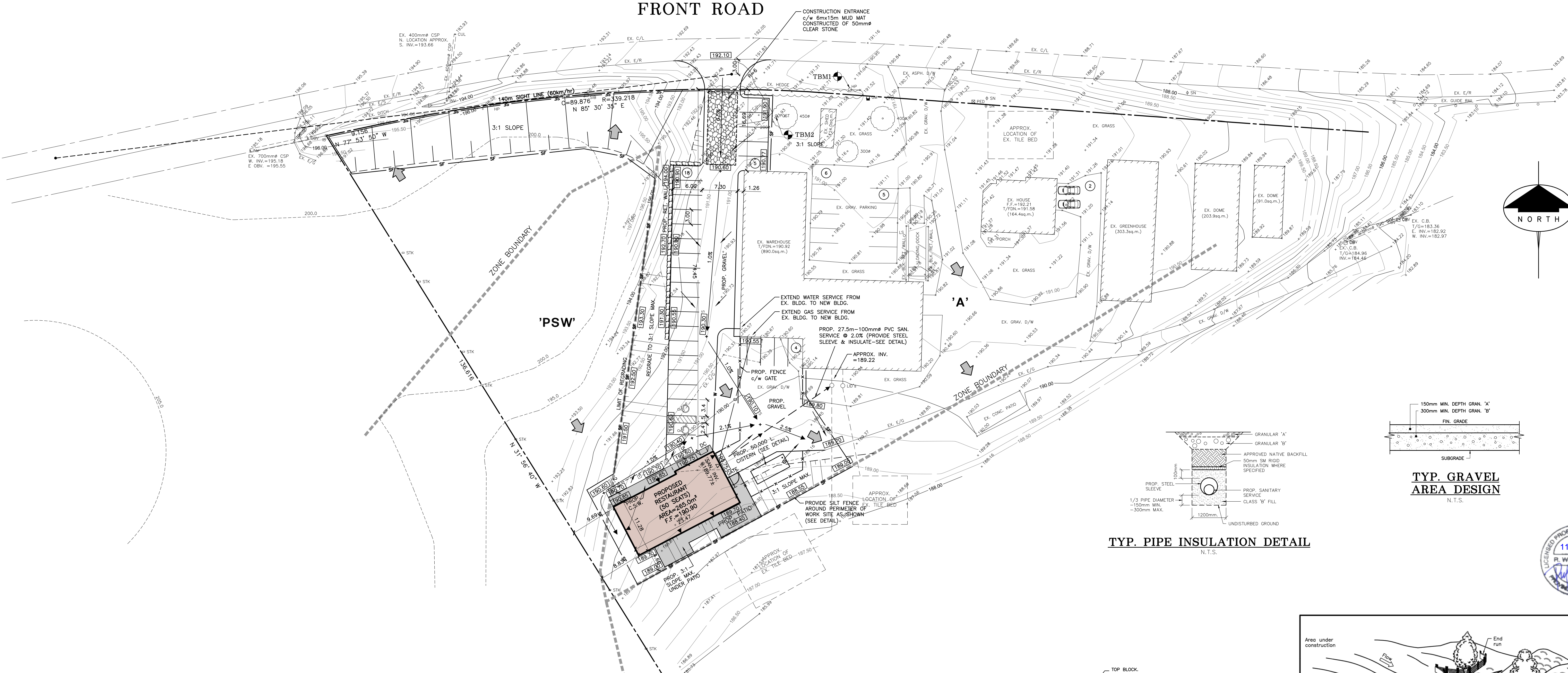
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PRELIMINARY
NOT FOR CONSTRUCTION

REVISIONS	DATE	DESCRIPTION
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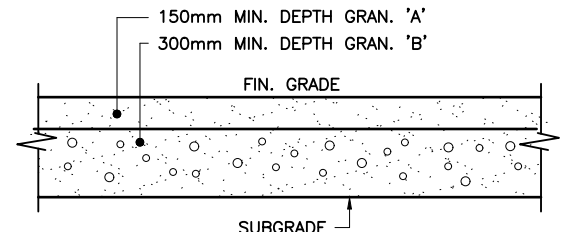
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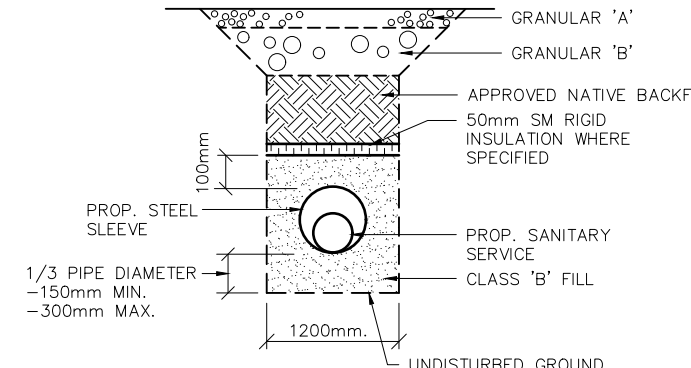


- LEGEND:**
- EXISTING ELEVATIONS
 - PROPOSED ELEVATIONS
 - PROPOSED SWALE ELEVATIONS
 - PROPOSED SWALE
 - GENERAL DRAINAGE
 - EX. TREES TO REMAIN
 - EX. TREES TO BE REMOVED
 - SILTATION FENCE

- NOTES:**
- ALL ELEVATIONS SHOWN ARE METRIC.
 - BUILDER/OWNER TO VERIFY COMPLIANCE WITH ZONING BYLAWS (i.e. SIDEYARDS, SETBACKS, REARYARDS ETC.)
 - THE SILTATION & EROSION CONTROL (SEC) MEASURES ILLUSTRATED ON THIS PLAN ARE TO BE CONSIDERED TO BE THE MINIMUM REQUIREMENT. SITE CONDITIONS MAY REQUIRE ADDITIONAL MEASURES WHICH WILL BE IDENTIFIED BY THE ENGINEER DURING CONSTRUCTION.
 - ALL SEC MEASURES ARE TO BE IN PLACE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
 - OWNER/CONTRACTOR TO MAINTAIN EROSION CONTROL MEASURES THROUGHOUT SITE UNTIL A COMPLETE GRASS/VEGETATION COVER IS ACHIEVED.
 - ONLY AT THE DIRECTION OF THE ENGINEER ARE THE SEC MEASURES TO BE REMOVED.
 - SITE WORKS ARE TO BE STAGED IN SUCH A MANNER THAT EROSION WILL BE MINIMIZED, AND THE CONSULTANT MUST PROVIDE CONFIRMATION THAT ALL APPROVED SILTATION AND EROSION CONTROL FACILITIES HAVE BEEN INSTALLED PRIOR TO THE COMMENCEMENT OF ANY GRADING, EXCAVATION OR DEMOLITION.
 - CLEARING AND GRUBBING OF THE SITE SHOULD BE KEPT TO A MINIMUM AND VEGETATION REMOVED ONLY IN ADVANCE OF IMMEDIATE CONSTRUCTION.
 - STOCKPILES OF EARTH OR TOPSOIL ARE TO BE LOCATED AND PROTECTED TO MINIMIZE ENVIRONMENTAL INTERFERENCE. EROSION CONTROL FENCING IS TO BE INSTALLED AROUND THE BASE OF ALL STOCKPILES.
 - THE OWNER IS RESPONSIBLE TO ENSURE THE MUNICIPAL ROADWAYS ARE CLEARED OF ALL SEDIMENTS FROM VEHICULAR TRACKING ETC. TO AND FROM THE SITE, AT THE END OF EACH WORKDAY.
 - ALL DISTURBED AREAS, NOT INCLUDED IN THE CONSTRUCTION ZONE, ARE TO BE TOPSOILED AND SEEDED IMMEDIATELY AFTER COMPLETION OF AREA GRADING.
 - INSPECT SEDIMENT CONTROL MEASURES ON A WEEKLY BASIS, AFTER RAINFALL EVENTS, AFTER SIGNIFICANT SNOWMELT PERIODS, AND DURING EXTENDED RAIN OR SNOWMELT PERIODS. ANY DAMAGE SHALL BE REPAIRED IMMEDIATELY.



TYP. GRAVEL AREA DESIGN
N.T.S.



TYP. PIPE INSULATION DETAIL
N.T.S.



50,000 LITRE CONCRETE WATER HOLDING TANK MODEL H50.1S

WILKINSON HEAVY PRECAST
WWW.WILKINSONHEAVYPRECAST.COM
DUNDAS, ONTARIO 1-800-263-8503

CONSTRUCTION DETAILS:
Concrete: 35 MPa at 28 Days, 5 to 8% Air Entrainment.
Reinforcing: Designed for a maximum 1.2 metre burial over the top slab in firm soil away from any area of vehicular traffic.

WEIGHT:
Top Section - 22,000 kg
Bottom Section - 22,000 kg

CAPACITY:
Per Vertical Metre - 19,277 Litres
To Underside of Roof Slab - 50,120 Litres

NOTES:
1. Large 685 mm diameter roof access openings facilitate tank maintenance. Unless otherwise specified when ordered this tank will be shipped with 840 mm diameter concrete roof access cover only. Please see Access Riser section for available riser & hatch options.
2. Close tolerance of tongue & groove joint & fibrous mastic sealant ensures a solid structural and watertight seal. Primer & Mastic Band are supplied with each tank for application to the external surface of the tank over the joint between sections. All sealant is to be applied by the installing contractor.
3. Flexible watertight inlet pipe connector to accommodate 150 mm diameter PVC pipe. Size and location of connections are customizable.
4. Top section lifting points four places.
5. Bottom section lifting points four places.
6. Knockout suitable to accommodate a flexible, watertight pipe connector for 150 or 200 mm diameter PVC pipe.

Some Available Options:
• Aluminum ladder rungs to the floor. Consult with the factory as to how this will effect the size and location of the access opening.
• Mechanical connection of the tank sections to enhance water tightness and resistance to frost heave.

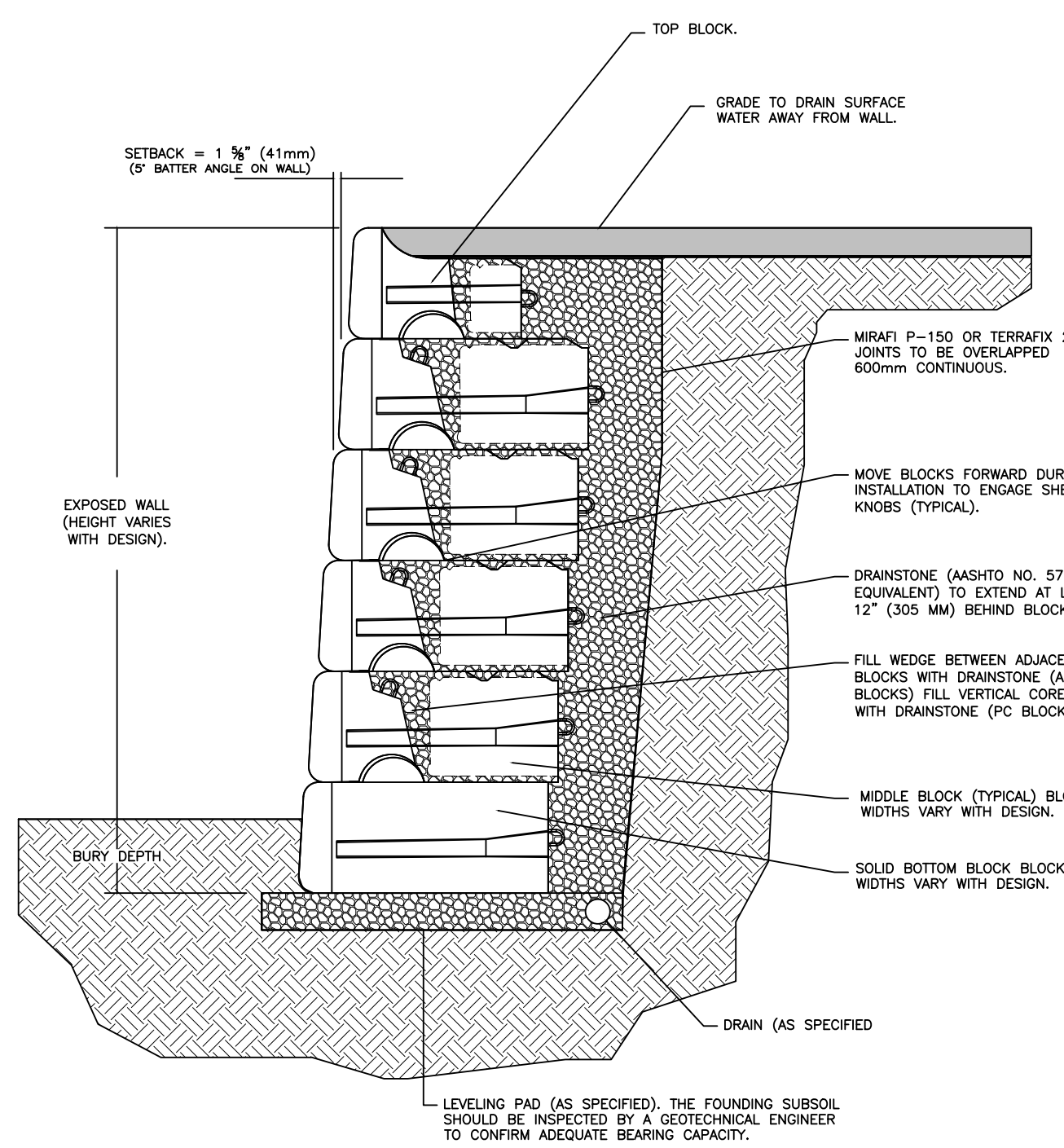
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WARNING! IMPROPER INSTALLATION ESPECIALLY IN UNSTABLE SOIL CAN RESULT IN THE STRUCTURAL FAILURE OF THIS PRODUCT
March 20, 2019

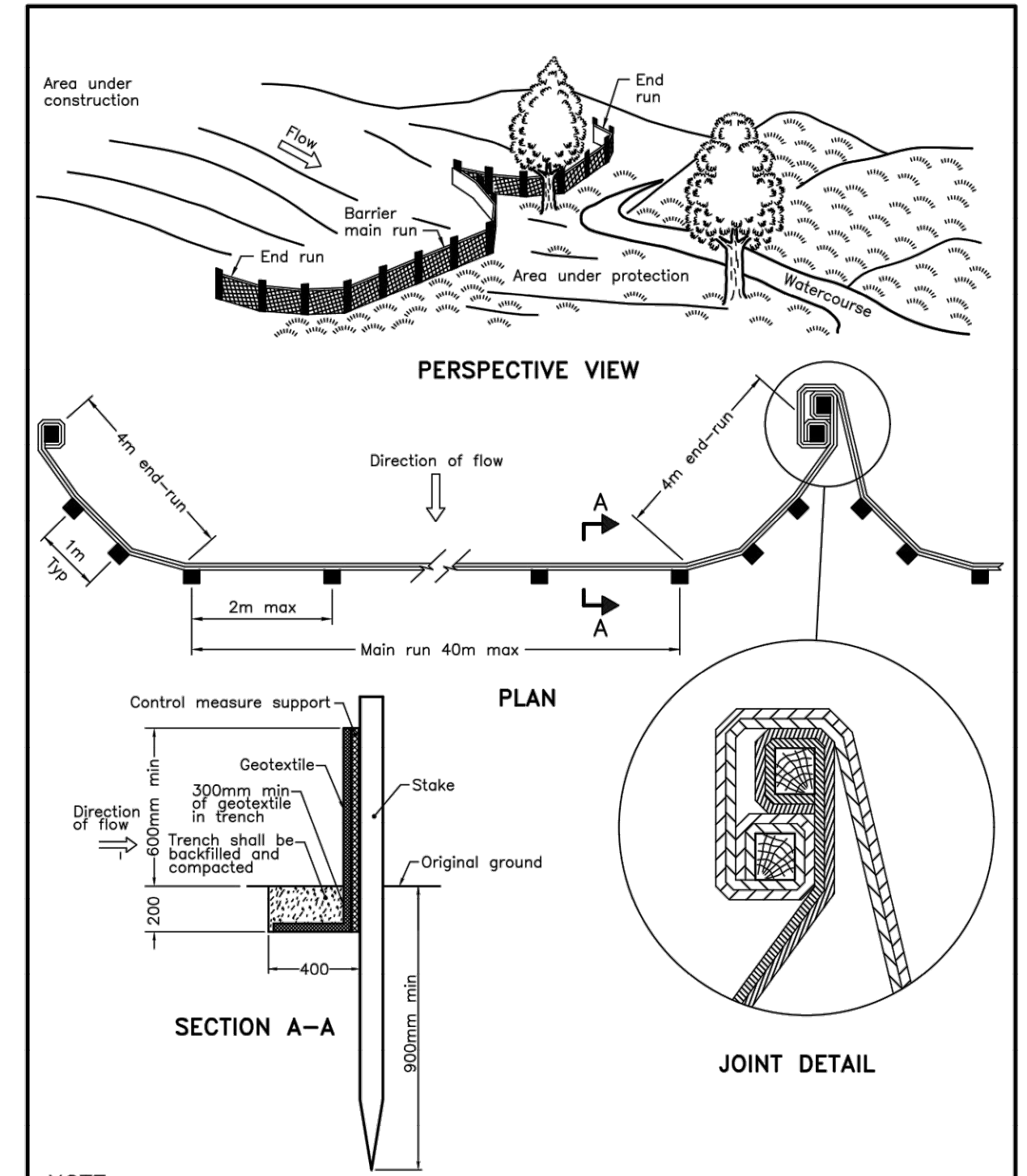
SITE STATISTICS - RESTAURANT

ITEM	PROPOSAL	ZONING BYLAW REQUIREMENTS	COMPLIANCE
ZONING CATEGORY	A/HL/PSW	A/HL/PSW	✓ MEETS REQUIREMENTS X VIOLATION REQUIRED
LOT AREA	35.04A	40.0 HA MIN.	LEGAL NON-CONFORMING
LOT FRONTAGE (m)	300.0±	30.00 MIN.	✓
GROUND FLOOR AREA (sq. m.)	EX. DWELLING=164.4 EX. BUILDING=890.0 EX. SHED=24.0 EX. GREENHOUSE/DOMES=598.2 PROP. RESTAURANT=265.0	N/A	✓
ON-FARM DIVERSIFIED USE AREA (sq. m.) (INCLUDING PARKING AREA)	-	1.0 ha. MAX.	✓
GROSS FLOOR AREA OF BLDG'S USED FOR A ON FARM DIVERSIFIED USE	-	20.0% MAX.	✓
STREET SETBACK (m)	74.91	13.00 MIN.	✓
REAR YARD (m)	-	9.00 MIN.	✓
SIDE YARD (m)	8.64	3.00 MIN.	✓
NUMBER OF PARKING SPACES	EX.=13 PROP.=27	EX.=7 PROP.=13*	✓
NUMBER OF ACCESSIBLE PARKING SPACES	2	2	✓
PARKING STALL DIMENSIONS (m)	3.00 x 5.80	3.00 x 5.80	✓
ACCESSIBLE PARKING STALL DIMENSIONS (m)	4.90 x 5.50 3.90 x 5.50	4.90 x 5.50 (TYPE 'A') 3.90 x 5.50 (TYPE 'B')	✓
LOADING SPACE DIMENSIONS (m)	3.00 x 10.00	3.00 x 10.00	✓
BUILDING HEIGHT (m)	4.60	11.00 MAX.	✓

* CALCULATION IS BASED ON: "RESTAURANT" 1 PARKING SPACE FOR EVERY 4 SEATS = 50/4 = 13
EX. SINGLE DETACHED = 2 PARKING SPACES REQUIRED
EX. WAREHOUSE/WHOLESALE = 1/180.0sq.m. OF USABLE FLOOR AREA=5 SPACES



REDI-ROCK RETAINING WALL
N.T.S.



NOTE:
A All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING

HEAVY-DUTY SILT FENCE BARRIER

Nov 2021 Rev 3

OPSD 219.130

J.H. COHOON ENGINEERING LIMITED
CONSULTING ENGINEERS

440 HARDY ROAD, UNIT #1, BRANTFORD - ONTARIO, N3T 5L8
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CLIENT: **PK CONSTRUCTION**

SITE DEVELOPMENT AND EROSION CONTROL PLAN

DESIGN: R.W.P.	SCALE: 1:400
DRAWN: S.L.M./K.P.B.	JOB No: 17253
CHECKED: R.W.P.	
SHEET: 1 of 2	DWG. No: 17253-1
DATE: AUG. 1/25	

**FUNCTIONAL SERVICING REPORT
(Including Stormwater Management Considerations)
PROPOSED EXPANSION IN ASPHERE WINES**

**MN 1454 FRONT ROAD
ST. WILLIAMS, ONTARIO
Norfolk County**

Prepared By:

**J.H. Cohoon Engineering Limited
440 Hardy Road, Unit 1
Brantford, Ontario
N3T 5L8
Phone (519) 753-2656
Fax (519) 753-4263**

Job: 17253

June 2025

INTRODUCTION

The following Functional Servicing Report was prepared by J.H. Cohoon Engineering Limited for P. K. Construction on behalf of Inasphere Wines, in support of future planning applications relating to the site located at MN 1454 Front Road, in St. Williams, Ontario in Norfolk County. This report was prepared to demonstrate the servicing scheme for the proposed expansion of the existing facility that is proposed on the subject lands.

The development is to construct a new restaurant component to the existing winery located on the site. The proposed restaurant is anticipated to have an occupant load of approximately 50 persons with the existing facility having a total of 15 persons in the existing facility. The existing winery is approximately 890 sq.m. in size with the proposed restaurant being 265 sq.m. The proposed development is included on the site plan prepared by J H Cohoon Engineering Limited and is included within Appendix 'A' of this report.

The site is located on the south side of Front Road located at MN 1454 west of the village of St. Williams, Ontario in Norfolk County in the vicinity of the intersection of Charlotteville West Quarter Line and Front Road. The overall site is approximately 35 Ha in size.

The objective of this report is to document the servicing strategy to be utilized for the site in a proposed initial development. Private services will be installed or existing (i.e., sanitary, storm and water) within the development and connected to the existing infrastructure on the site. The owner will assume full responsibility for the installation and maintenance of the services on the subject property.

PROPOSED DEVELOPMENT CONCEPT

As indicated, the site is located on the south side of Front Road located at MN 1454 west of the village of St. Williams, Ontario in Norfolk County in the vicinity of the intersection of Charlotteville West Quarter Line and Front Road. The overall site is approximately 35 Ha. In Size.

The anticipated development is intended to include a new 265 sq.m. restaurant to be located on the property at the rear of the facility. The development is illustrated on the plans prepared by J H Cohoon Engineering Limited being drawings which have been included within Appendix 'A' of this report.

SANITARY SEWERS & APPURTENANCES

3.1 Design Flows

This site is proposed to be constructed on individual private services and in this case, the existing systems are intended to be utilized.

The existing septic system on this is are generally indicated on the attached plans on the basis of the information provided by Bill's Septic Ltd. (attached and included within Appendix 'B' of this report)

The design of the system(s) was carried out in accordance with the requirements of the Ontario Building Code including the following assumptions for the design of the system

Maximum Occupant Load	Winery	15	persons
	Restaurant	50	persons

On the basis of the winery utilizing approximately 75 litres per person (consistent with the requirements of the Ontario Building Code for factories). And the restaurant being based upon 125 litres per person per day, the following flows are anticipated

Winery	15 x 75	=	1,125 litres per day
Restaurant	50 x 125	=	6,250 litres per day
Home	164.4 sq.m.	=	1,100 litres per day
		=	8,475 litres per day

The home has an existing septic system located in the front yard of the building. The existing winery is serviced with two existing tile beds located at the rear of the site. It is anticipated that the additional flow will result in a need to update the septic system located in the rear. Further investigation of the existing system is required and will be addressed at the building permit stage of this development.

WATER SERVICING AND FIRE PROTECTION

The provision of water to the proposed development will be provided through the existing water wells on the property.

In this case, fire protection will be provided for the proposed expansion through the provision of on-site water being provided in the vicinity of the proposed residence.

In accordance with the requirements of the Ontario Building Code, Volume 2, the following information is provided.

$$Q = K * V * Stot$$

Where $K =$ Water Supply Co-Efficient
(In this case, for A2 Occupancy utilize 18)

$V =$ Volume of Building
 $265 \text{ sq.m.} \times 6\text{m} = 1,590 \text{ cu.m.}$

$Stot =$ Spatial Separation Co-efficient
(In this case, all distances are greater than 10m
resulting in the $Stot = 1.0$)

$$\begin{aligned} Q &= 18 * 1,590 * 1.0 \\ &= 30,780 \text{ Litres} \end{aligned}$$

On the basis that the building is less than 600 sq.m. (and single story) the required fire flow is 1,800 litres per min for a duration of 30 min. The required flow is 54,000 litres. In this case, a 11,000 gallon or 50,000 litre tank is proposed to provide the on-site water.

STORM SEWERS & APPURTENANCES

Storm Sewers / Storm water Management

This site is located on a portion of a larger property which consists of a 35 hectare parcel of land. The proposed drawings indicate that runoff is directed in the pre-development direction within the subject property. The pre and post development drainage plans are included within Appendix 'C' of this report. The proposed modifications to the site result in an increase in the % impervious area

contribution to the runoff from 36.8% to 55.2% in this case (with a slight increase in the contributing area from 0.51 Ha. To 0.56 Ha. The increases to the runoff from the contributing area would be minor considering the size of the property and likely not to increase peak flows form the site. We would consider this to be an insignificant change to the runoff characteristics.

GRADING AND ACCESS

Road grades will be established for the proposed development and are illustrated on the plans appended to the report. Minimum (0.50%) and maximum (6.5%) grades have been used in accordance with Norfolk County design criteria.

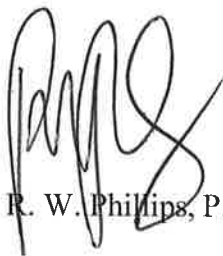
In consideration of the sight lines on the proposed entrance, through investigation, a modification to the side slope of the roadside bank is required and detailed on our plan. With the re-grading of this slope to a 3:1 embankment, the appropriate sight lines (being a required 140m) is achieved.

CONCLUSIONS

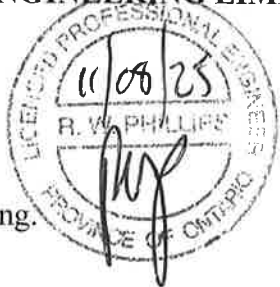
The preceding sections of this report outline the servicing and grading requirements for the proposed institutional development on this site. Based on the work completed to date, it may be concluded that the proposed development may be developed with private services.

Report Prepared By:

J.H. COHOON ENGINEERING LIMITED



R. W. Phillips, P.Eng.

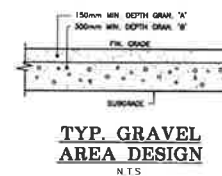
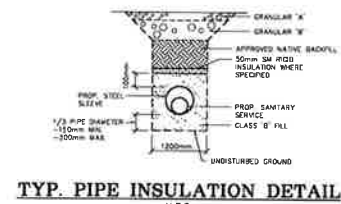
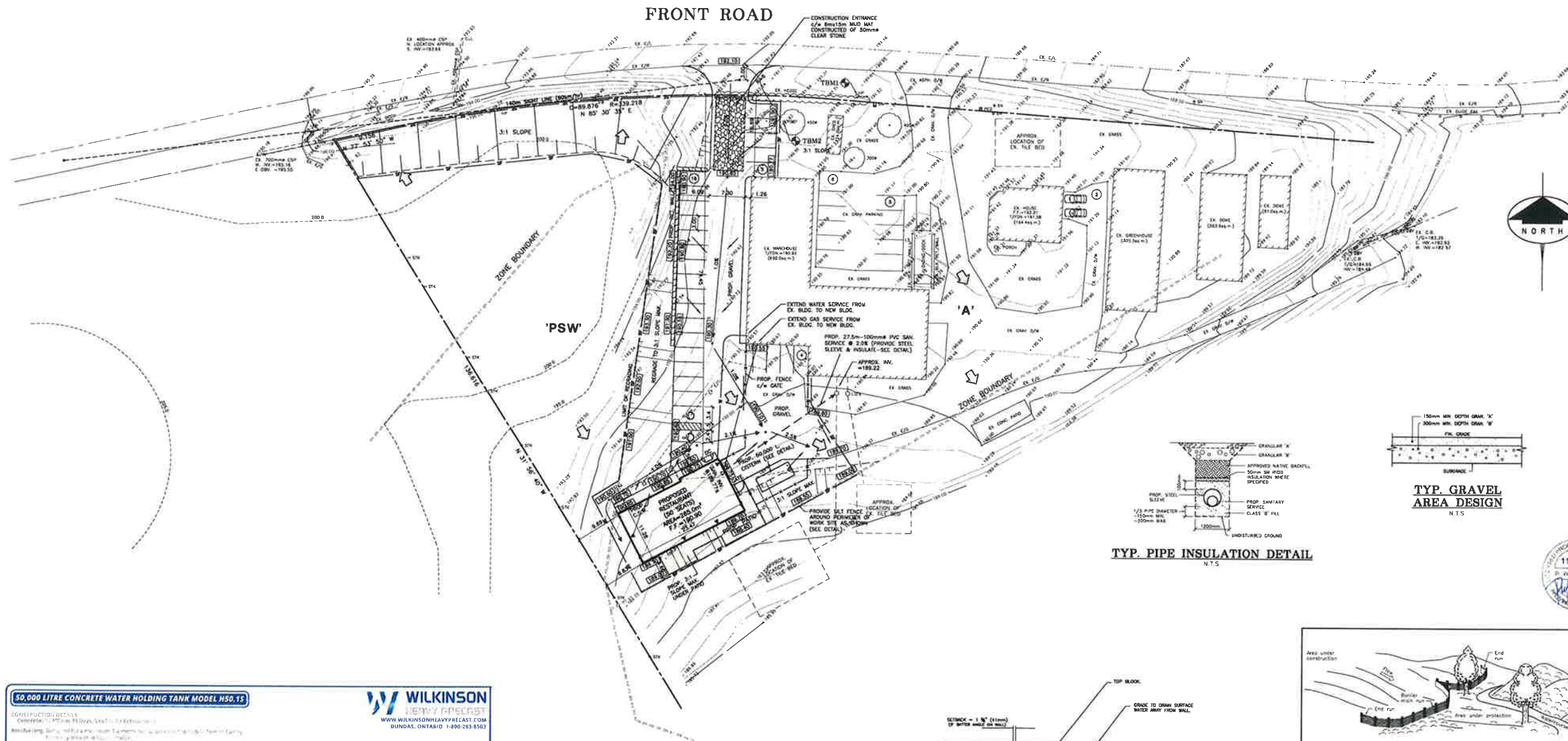


**Proposed Expansion to Inasphere Wines
P.K. Construction Ltd.,
MN 1454 Front Road
St. Williams, Ontario
Norfolk County**

Project 17253

June 2025

**Appendix 'A'
Proposed Site Development Plan Job 17253-1
J H Cohoon Engineering Limited Drawings**



- LEGEND:**
- EXISTING ELEVATIONS
 - PROPOSED ELEVATIONS
 - PROPOSED SHALE ELEVATIONS
 - PROPOSED SHALE
 - GENERAL DRAINAGE
 - EX. TREES TO REMAIN
 - EX. TREES TO BE REMOVED
 - SITUATION FENCE

- NOTES:**
- ALL ELEVATIONS SHOWN ARE METRIC.
 - BUILDER/OWNER TO VERIFY COMPLIANCE WITH ZONING BYLAWS (EX. SIDEWALKS, SETBACKS, REARWARDS ETC.).
 - THE SITUATION & EROSION CONTROL (SEC) MEASURES ILLUSTRATED ON THIS PLAN ARE CONSIDERED TO BE THE MINIMUM REQUIREMENT. SITE CONDITIONS MAY REQUIRE ADDITIONAL MEASURES WHICH WILL BE IDENTIFIED BY THE ENGINEER DURING CONSTRUCTION.
 - ALL SEC MEASURES ARE TO BE IN PLACE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
 - OWNER/CONTRACTOR TO MAINTAIN EROSION CONTROL MEASURES THROUGHOUT SITE UNTIL A COMPLETE GRASS/VEGETATION COVER IS ACHIEVED.
 - ONLY AT THE DIRECTION OF THE ENGINEER ARE THE SEC MEASURES TO BE REMOVED.
 - SITE WORKS ARE TO BE STAGED IN SUCH A MANNER THAT EROSION WILL BE MINIMIZED AND THE CONSULTANT MUST PROVIDE CONFIRMATION THAT ALL APPROVED SITUATION AND EROSION CONTROL FACILITIES HAVE BEEN INSTALLED PRIOR TO THE COMMENCEMENT OF ANY GRADING, EXCAVATION OR DEMOLITION.
 - CLEANING AND GRUBBING OF THE SITE SHOULD BE KEPT TO A MINIMUM AND VEGETATION REMOVED ONLY IN ADVANCE OF IMMEDIATE CONSTRUCTION.
 - STOCKPILES OF EARTH OR TOPSOIL ARE TO BE LOCATED AND PROTECTED TO MINIMIZE ENVIRONMENTAL INTERFERENCE. EROSION CONTROL FENCING IS TO BE INSTALLED AROUND THE BASE OF ALL STOCKPILES.
 - THE OWNER IS RESPONSIBLE TO ENSURE THE MUNICIPAL ROADS ARE CLEARED OF ALL SEDIMENTS FROM VEHICULAR TRACKING ETC. TO AND FROM THE SITE, AT THE END OF EACH WORKDAY.
 - ALL DISTURBED AREAS, NOT INCLUDED IN THE CONSTRUCTION ZONE, ARE TO BE TOPSOILED AND SEEDING IMMEDIATELY AFTER COMPLETION OF AREA GRADING.
 - INSPECT SEDIMENT CONTROL MEASURES ON A WEEKLY BASIS, AFTER RAINFALL EVENTS, AFTER SIGNIFICANT SHOWERS, EVENTS, AND DURING EXTENDED DRY OR SNOWMELT PERIODS. ANY DAMAGE SHALL BE REPAIRED IMMEDIATELY.

T.B.M. No. 1 ELEV. = 191.94m (GEO)
NAIL ON SIDE OF HYDRO POLE AS SHOWN.

T.B.M. No. 2 ELEV. = 192.32m (GEO)
NAIL ON POST AS SHOWN.

J.H. COHOON ENGINEERING LIMITED
CONSULTING ENGINEERS

440 HARDY ROAD, UNIT #1, BRANTFORD - ONTARIO, N3T 5L8
TEL. (519) 753-2858 FAX. (519) 753-4263 www.cohooneg.com

PROJECT:
INASPHERE WINES
LOT 43 REG. PLAN 82-B
TOWNSHIP OF CHARLOTTEVILLE
1454 FRONT ROAD, ST. WILLIAMS
NORFOLK COUNTY

CLIENT:
PK CONSTRUCTION

SITE DEVELOPMENT AND EROSION CONTROL PLAN

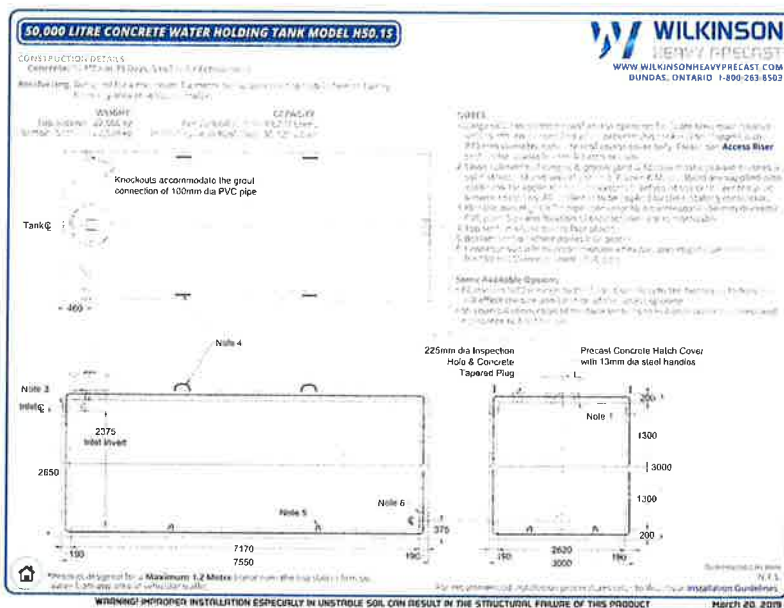
DESIGN: R.W.P. SCALE: 1:400

DRAWN: S.L.M./K.P.B. JOB NO: **17253**

CHECKED: R.W.P.

SHEET: 1 of 2 DWG. NO: **17253-1**

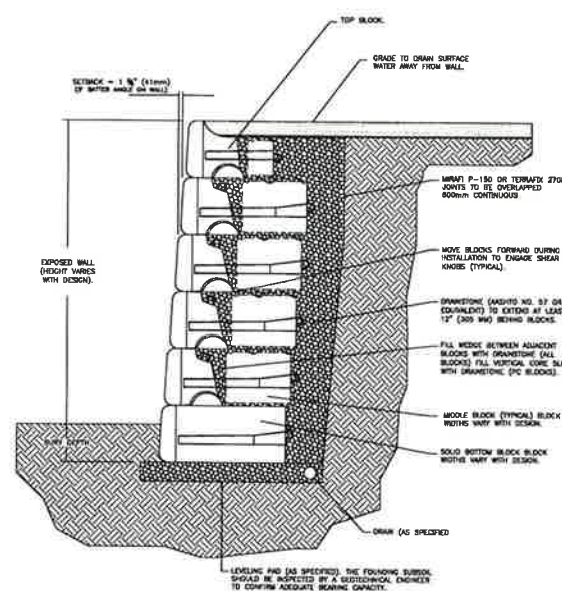
DATE: AUG. 1/25



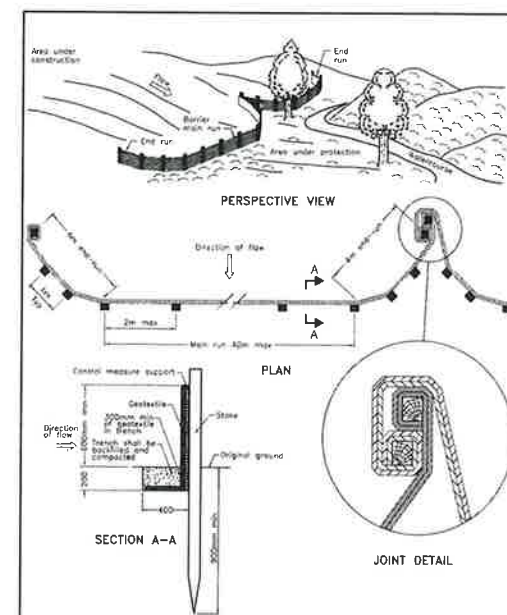
SITE STATISTICS - RESTAURANT

ITEM	PROPOSAL	ZONING BYLAW REQUIREMENTS	COMPLIANCE
ZONING CATEGORY	A/H/PSW	A/H/PSW	✓
LOT AREA	35.01A	40.0 HA MIN.	LEGAL NON-COMPLYING
LOT FRONTAGE (m)	300.04	30.00 MIN.	✓
GROUND FLOOR AREA (sq. m.)	EX. DWELLING=184.4 EX. BUILDING=889.0 EX. GREENHOUSE=589.2 PROP. RESTAURANT=285.0	N/A	✓
ON-FARM OVERSIZED USE AREA (sq. m.) (INCLUDING PARKING AREA)	-	1.0 ha. MAX.	✓
GROSS FLOOR AREA OF BLDG'S USED FOR A ON-FARM OVERSIZED USE	-	20.0 ha. MAX.	✓
STREET SETBACK (m)	74.91	13.00 MIN.	✓
REAR YARD (m)	-	9.00 MIN.	✓
SIDE YARD (m)	8.84	3.00 MIN.	✓
NUMBER OF PARKING SPACES	EX-13 PROP-27	EX-7 PROP-13*	✓
NUMBER OF ACCESSIBLE PARKING SPACES	2	2	✓
PARKING STALL DIMENSIONS (m)	3.00 x 5.80	3.00 x 5.80	✓
ACCESSIBLE PARKING STALL DIMENSIONS (m)	4.80 x 5.80 3.90 x 5.30	4.80 x 5.80 (TYPE 'A') 3.90 x 5.30 (TYPE 'B')	✓
LOADING SPACE DIMENSIONS (m)	3.00 x 10.00	3.00 x 10.00	✓
BUILDING HEIGHT (m)	4.80	11.00 MAX.	✓

* CALCULATION IS BASED ON: "RESTAURANT" 1 PARKING SPACE FOR EVERY 4 SEATS = 30/4 = 13
EX. SINGLE DETACHED = 2 PARKING SPACES REQUIRED
EX. WAREHOUSE/WHOLESALE = 1/1800sq.m. OF USABLE FLOOR AREA=5 SPACES



REDI-ROCK RETAINING WALL
N.T.S.



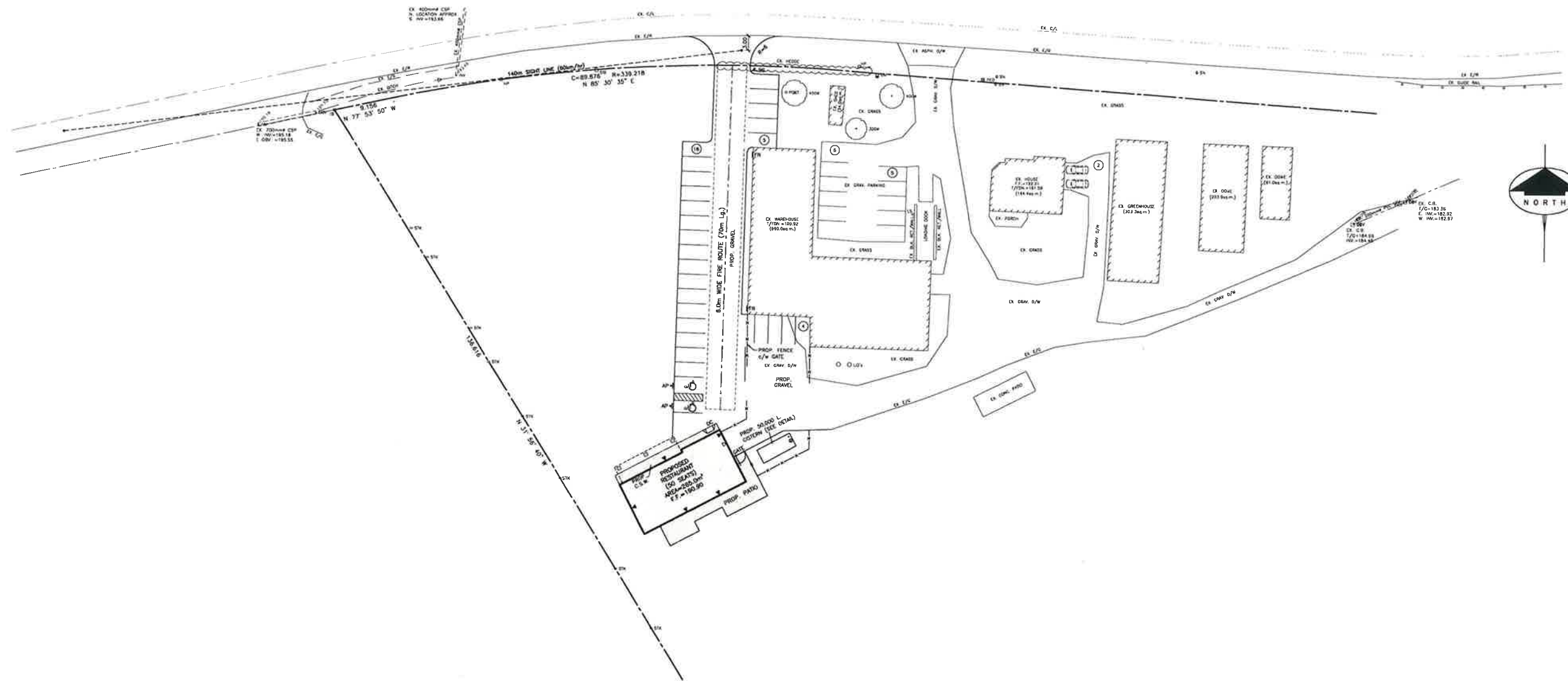
NOTE:
A All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING Nov 2021 Rev 3

HEAVY-DUTY SILT FENCE BARRIER

OPSD 219.130

FRONT ROAD



LEGEND:

- DENOTES 8.0m WIDE FIRE ROUTE
- SS DENOTES STOP SIGN
- AP DENOTES ACCESSIBLE PARKING SIGN
- FR DENOTES FIRE ROUTE SIGN (ATTACHED TO EXISTING BUILDING)

NO	REVISION	DATE (MM/DD/YY)	BY



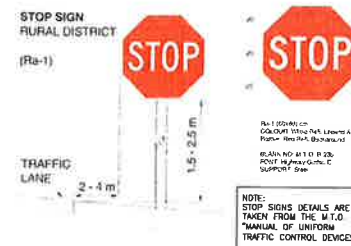
440 HARDY ROAD, UNIT #1, BUNNIFORD - ONTARIO, N3T 5L8
TEL: (519) 753-2658 FAX: (519) 753-4283 www.cohooneg.com

PROJECT
INASPHERE WINES
LOT 43 REG. PLAN 82-B
TOWNSHIP OF CHARLOTTEVILLE
1454 FRONT ROAD, ST. WILLIAMS
NORFOLK COUNTY

CLIENT
PK CONSTRUCTION

TRANSPORTATION AND SIGNAGE PLAN

DESIGN	R.W.P.	SCALE:	1:400
DRAWN	K.P.B.	JOB #	17253
CHECKED	R.W.P.	DATE	17253-2
SHEET	2 of 2	DATE	AUG. 1/25



Disabled Parking Permit Rb-93

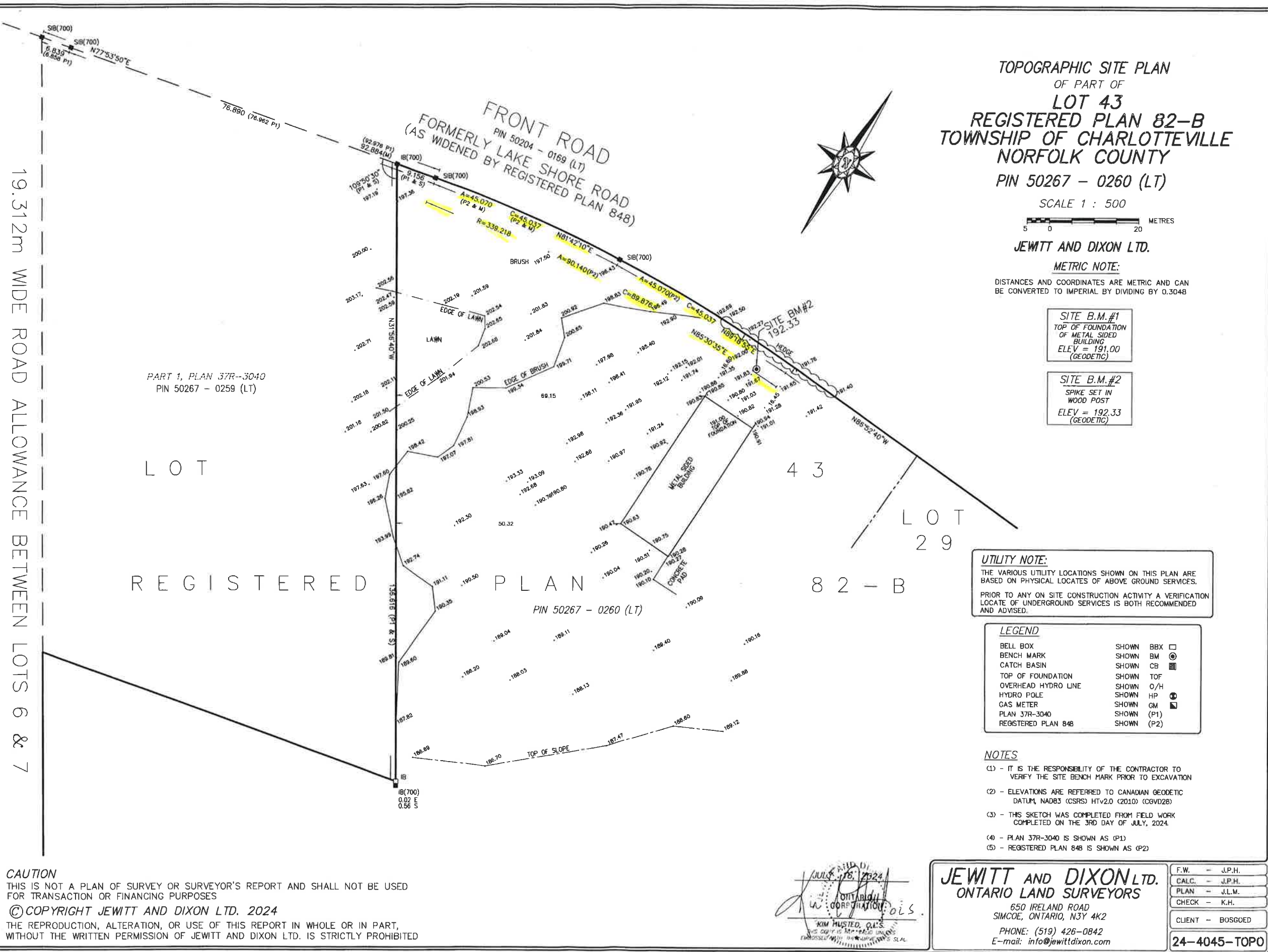


Sign No. & Cut Image Ref.	Blank	Special Notes
Rb-93 (Rb-93 & Rb-94)	01	Must comply with TSS and Regulations for Disabled and use Rb-93

BARRIER FREE PARKING SIGN DETAIL



19.312m WIDE ROAD ALLOWANCE BETWEEN LOTS 6 & 7



	<div><div><div>Name of Practice: J. H. COHOON ENGINEERING LTD. 440 HARDY ROAD, UNIT 1 BRANTFORD, ONTARIO, N3T 5L8</div><div>Name of Project: INNESPHERE WINES</div><div>Location: 1454 FRONT ROAD, ST. WILLIAMS NORFOLK COUNTY</div></div></div>											
Item	Ontario's 2024 Building Code Data Matrix Part 3 or 9								OBC Reference			
									References are to Division B unless noted [A] for Division A or [C] for Division C.			
1	Project Description:				<input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Change of Use		<input type="checkbox"/> Part 11 11.1 to 11.4	<input checked="" type="checkbox"/> Part 3 1.3.3.2. [A]		<input type="checkbox"/> Part 9 1.3.3.3. [A]		
2	Major Occupancy(s): Restaurant (Assembly)								3.1.2.		9.10.2.	
3	Building Area (m²)		Existing 0		New 265.0		Total 265.0		1.4.1.2. [A]		1.4.1.2. [A]	
4	Gross Area (m²)		Existing 0		New 265.0		Total 265.0		1.4.1.2. [A]		1.4.1.2. [A]	
5	Number of Storeys		Above grade 1		Below grade 0				1.4.1.2. [A]&3.2.1.1.		1.4.1.2. [A] & 9.10.4	
6	Number of Streets/Fire Fighter Access: 1								3.2.2.10 & 3.2.5		9.10.20	
7	Building Classification 3.2.2.28.: Group A, Division 2, One Storey								3.2.2.20-93		9.10.2	
8	Sprinkler System Proposed				<input type="checkbox"/> entire building <input type="checkbox"/> selected compartments <input type="checkbox"/> selected floor areas <input type="checkbox"/> basement <input type="checkbox"/> in lieu of roof rating <input checked="" type="checkbox"/> not required				3.2.2.20-93 3.2.1.5. 3.2.2.18., 21., .22, .29 3.2.4.1., .9, .15 3.2.5.12 to .14		9.10.8.2. - 4. 3.2.4.7.(4)	
9	Standpipe required				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				3.2.5.8 - 11.		N/A	
10	Fire Alarm required				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				3.2.4		9.10.18.	
11	Water Service/Supply is Adequate				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				3.2.5.7.		N/A	
12	High Building				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				3.2.6.		N/A	
13	Construction Restrictions		<input type="checkbox"/> Combustible permitted		<input type="checkbox"/> Non- combustible required		<input checked="" type="checkbox"/> Both		3.2.2.20-93 & 3.1.6.		9.10.6. 3.1.5. 3.1.4.7.	
	Actual Construction		<input type="checkbox"/> Combustible		<input type="checkbox"/> Non-combustible		<input checked="" type="checkbox"/> Both					
14	Mezzanine(s) Area m² ---								3.2.1.1.		9.10.4.1.	
15	Occupant load based on		<input type="checkbox"/> m²/person		<input checked="" type="checkbox"/> design of building				3.1.17.		9.9.1.3. TABLE 3.1.17.1.	
	Basement:		Occupancy _____		Load _____ persons							
	1st Floor		Occupancy _____		Load _____ persons							
	2nd Floor		Occupancy _____		Load _____ persons							
	3rd Floor		Occupancy _____		Load _____ persons							
16	Barrier-free Design				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Explain) ---				3.8.		9.5.2. & 3.8.	
17	Hazardous Substances				<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				3.3.1.2.		9.10.1.3.	
18	Required Fire Resistance Rating (FRR)	Horizontal Assemblies FRR (Hours)			Listed Design No. or Description (SG-2)			3.2.2.20.-93 & 3.2.1.2. 3.2.1.4. 3.2.2.15. 3.3.2.1.		9.10.8. 9.10.11.		
		Floors --- Hours										
		Roof --- Hours										
		Mezzanine --- Hours										
		FRR of Supporting Members			Listed Design No. or Description (SG-2)							
		Floors --- Hours										
		Roof --- Hours										
		Mezzanine --- Hours										
19	Spatial Separation - Construction of Exterior Walls								3.2.3.		9.10.14. & 9.10.15.	
	Wall	Area of EBF (m²)	L.D. (m)	L/H or H/L	Permitted Max. % of Openings	Proposed % of Openings	FRR (hours)	Listed Design or Description	Comb. Const.	Comb. Constr. Nonc. Cladding	Non-comb. Constr.	
	North	85.8	74.45	6.4:1	100%	100%	-	-	-	-	-	
	South	109.1	>14	5.0:1	100%	100%	-	-	-	-	-	
	East	49.4	>8	3.3:1	100%	100%	-	-	-	-	-	
	West	46.5	8.83	3.1:1	100%	100%	-	-	-	-	-	

1

OBC Matrix

N.T.S.



THE ANGRISH GROUP

32 Charing Cross Street, Brantford, ON N3R2H2

Planning Justification Report

1454 Front Road, Norfolk County

Prepared For: JH Cohoon Engineering Ltd. c/o Bob Philips

Prepared By: The Angrish Group

August 8, 2025

File: 2025_119

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2. Location and Description of Subject Lands	3
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4.3. Guidelines on Permitted Uses (2016)	10
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1. Introduction and Background

The Planning Justification Report has been prepared by The Angrish Group on behalf of JH Cohoon Engineering Ltd. c/o Bob Philips, in support of the Site Plan Control Application for the property municipally known as 1454 Front Road ("Subject Lands"), Norfolk County.

The Planning Justification Report will provide an analysis of the provincial and municipal planning framework and provide a professional planning opinion related to the proposed application for a Site Plan Control Application required to establish an On-Farm Diversified Use in an agricultural area of the County.

This Planning Justification Report provides a thorough analysis of the proposed development in accordance with Provincial Planning Statement and Norfolk County Official Plan as well as its Zoning By-Law.

2. Location and Description of Subject Lands

The Subject Lands are located at 1454 Front Road, Norfolk County.

The property (Assessment Roll No: 49309044100) is legally described as Plan 82B Lots 45, 46, Part Lot 29, 43-44 Plan 82B; Except Part 2 37R3822, part 1 37R3040C. The lands are located on the south side of Front Road, on the east side of Charlotteville West Quarter Line Road. The lands are approximately 35 hectares (87 acres) in size with a frontage of more than 500 metres on Front Road.

The Subject Lands are currently being farmed and contain several agricultural buildings and structures associated with the existing winery. There are no municipal water or sanitary services available in this area of the County, hence the lands will be serviced by private well and septic system.

The lands are surrounded by agricultural and agri-tourism uses.

The subject lands contain several complex natural heritage features due to its location adjoining Lake Erie. Significant Wetlands, floodplain and Areas of Natural and Scientific Interest are located on the lands which are administered by the Long Point River Conservation Authority (LPRCA).

3. Proposal

The proposal involves establishment of a wine-tasting as an On-Farm Diversified Use (OFDU) on the Subject Lands to complement the existing agri-tourism business.

The property is designated Agricultural, Hazard Lands and Provincially Significant Wetland in the Norfolk County Official Plan (2018) and is presently zoned as Agricultural (A), Hazard Lands (HL) and Provincially Significant Wetland (PSW) in the Zoning By-Law 1-Z-2014.

The owners wish to construct a 270 sq.mt. wine tasting facility along with associated parking as an OFDU. The total area associated with the OFFU are broken down as below:

Proposed Building = 270sq.m.

Proposed Laneway = 569.0sq.m.

Existing Septic Area = 200sq.m.+/-

Proposed Parking = 529.5sq.m.

Proposed Cistern Area = 70.0sq.m.

Total proposed OFDU area = 1638.5 Sq. Mt.

Total Land Area = 87 acres (352077 sq.mt)

Total % of OFDU = 0.46%

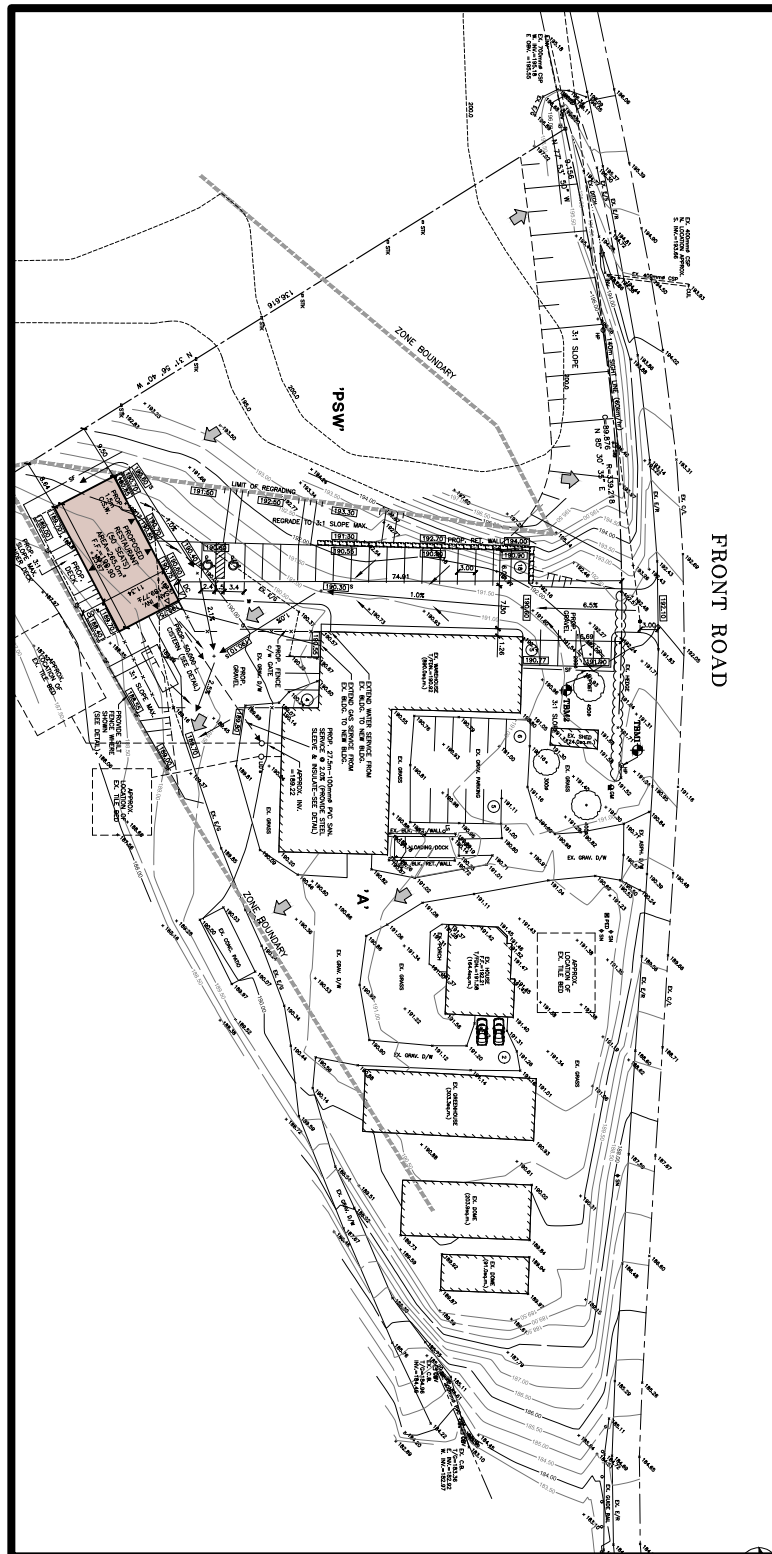
The proposed OFDU is less than the requirement of 2% of the total land area than can be utilized for such uses.

A Site Plan Control Application is required for the proposed new building.

The proposed development is located outside the natural heritage features on the subject lands. The proposal meets all requirements of the Zoning By-Law.

Figure 1 shows the proposed Site Development Plan.

Figure 1: Proposed Site Plan



4. The Policy Context

The application is subject to the provisions of the Planning Act, as amended. All Planning Act applications are evaluated to ensure that the proposal is consistent with the Provincial Planning Statement (2023), and is in conformity with the Official Plan. This section demonstrates that the proposal is consistent with, and conforms to, the applicable provincial and local planning policy framework.

4.1. Planning Act

The Planning Act provides the legislative framework for land use planning in Ontario. The applicable sections of the Planning Act that apply to this application are as follows:

Section 2 - The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest such as,

- (a) the protection of ecological systems, including natural areas, features and functions;
- (b) the protection of the agricultural resources of the Province;
- (d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- (h) the orderly development of safe and healthy communities;
- (k) the adequate provision of employment opportunities;
- (o) the protection of public health and safety;
- (p) the appropriate location of growth and development;
- (r) the promotion of built form that,
 - (i) is well-designed,
 - (ii) encourages a sense of place, and
 - (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;
- (s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

Section 3 requires that, in exercising any authority that affects a planning matter, planning authorities “shall be consistent with the policy statements” issued under the Act and “shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be”.

The proposed Site Plan Control Amendment application aligns with the framework and interests of the Planning Act by providing agricultural supporting uses and protecting the environmental systems that exist on site. The on-farm diversified uses will increase employment opportunities.

By protecting agricultural resources as well as the natural heritage features, the proposed development supports the protection of public health and safety. The built form will be well-designed, encouraging a sense of place and provides public spaces that are high quality, safe, accessible, attractive and vibrant.

The proposal conforms to the policy direction in the Official Plan as well as the regulations in the Zoning By-Law.

It is my professional opinion that the proposed application for Site Plan Control complies with the direction and regulations of the Planning Act.

4.2. Provincial Planning Statement (2024)

The Provincial Planning Statement (PPS) is issued in accordance with Section 3 of the Planning Act and came into effect on October 20, 2024. Section 3 of the Planning Act requires that decisions affecting planning matters “shall be consistent with” the PPS.

The PPS provides policy direction on matters of provincial interest related to land use planning and development in Ontario and sets the policy foundation for regulating the development and use of land. The PPS encourages efficient development patterns that support sustainability by promoting strong, livable, healthy, and resilient communities, protecting the environment and public health and safety, and facilitating economic growth. The wise use and management of natural heritage, water, agricultural, mineral, and cultural heritage and archaeological resources over the long term are key provincial interest. The PPS recognizes rural and agricultural areas as assets for a sustainable economy and facilitating economic growth and provides the following relevant definitions related to agricultural uses.

Agricultural system: means a system comprised of a group of inter-connected elements that collectively create a viable, thriving agri-food sector. It has two components:

- a) An agricultural land base comprised of prime agricultural areas, including specialty crop areas. It may also include rural lands that help to create a continuous productive land base for agriculture; and***

- b) *An agri-food network which includes agricultural operations, infrastructure, services, and assets important to the viability of the agri-food sector.*

Agricultural uses: means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on-farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and housing for farm workers, when the size and nature of the operation requires additional employment.

Agriculture-related uses: means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.

On-farm diversified uses: means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, uses that produce value-added agricultural products, and electricity generation facilities and transmission systems, and energy storage systems.

Agri-tourism uses: means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation.

The Subject Lands are designated Agricultural in the Norfolk County Official Plan (2018). The lands are located in the Prime Agricultural Area of the County.

The proposed application for a Site Plan Control will allow the expansion of the on-farm diversified use. Agri-tourism uses are promoted in the municipal and provincial policies.

Both agriculture and tourism contribute to the vitality and long-term economic prosperity of the County. In particular, the County encourages policies to sustain and enhance the viability of its agricultural sector, while providing local attractions for residents and visitors that enhance sense of place, support employment, and promote local business opportunities.

The development of the lands for agri-tourism uses including on-farm diversified use builds on rural character, supporting a diverse economic

base in the rural area of the County, enhancing employment opportunities and encouraging agri-tourism industry. The agri-tourism use is well designed and distinctive and represents a significant investment that will contribute to economic development and the longer-term economic prosperity of this area.

Chapter 3.6 presents policies associated with sewage, water and stormwater.

Municipal sewage and municipal water services are not available, nor are they anticipated to be extended, to this area of the County. As such, the proposal will utilize private on-site water and sewage to service the facility.

Chapter 4 discusses wise use and management of resources.

The proposed development is located away from the natural features to ensure there is no negative impact on the environmental features.

Policy 4.3 provides policy direction for Agriculture areas.

4.3.1 General Policies for Agriculture

1. Planning authorities are required to use an agricultural system approach, based on provincial guidance, to maintain and enhance a geographically continuous agricultural land base and support and foster the long-term economic prosperity and productive capacity of the agri-food network.
2. As part of the agricultural land base, prime agricultural areas, including specialty crop areas, shall be designated and protected for long-term use for agriculture.
3. Specialty crop areas shall be given the highest priority for protection, followed by Canada Land Inventory Class 1, 2, and 3 lands, and any associated Class 4 through 7 lands within the prime agricultural area, in this order of priority.

The Subject Lands are located in the prime agricultural area of the County and are currently being utilized for agricultural uses and an agri-tourism use. The primary function of lands for agricultural uses will continue and the agri-tourism will remain the secondary use on the lands.

Chapter 4.3.2 states that in prime agricultural areas, permitted uses and activities are:

agricultural uses, agriculture-related uses and on-farm diversified uses based on provincial guidance.

The Subject Lands are located in the prime agricultural area of the County and are currently being utilized as for agricultural uses, a winery and other associated agri-tourism uses.

The PPS directs that prime agricultural areas be protected for long-term use for agriculture but provides that agricultural uses, agriculture-related uses and on-farm diversified uses are permitted - the latter two if they are compatible with and do not hinder surrounding agricultural operations.

The proposed application will allow for a wine-tasting facility on the lands which have been used as a winery for past many years. The proposal will not have any impact on agricultural operations on the land or on surrounding agricultural lands, and will meet the provincial direction of providing diversified uses in agricultural areas.

The Subject Lands do not currently include livestock facilities and no new livestock facilities are proposed. There are no known livestock facilities on lands in the vicinity of the site. Hence the proposal complies with the MDS formulae.

The proposal sustains agricultural uses, provides services, contributes to the economic development of the County and supports local agri-tourism, providing employment and further strengthening the local economy both directly and indirectly.

No development or site alterations are proposed in the vicinity of the natural features to ensure protection of the environmental features.

The proposed Site Plan Control Application to allow agri-tourism use is consistent with the policies of the Provincial Planning Statement (2024).

4.3. Guidelines on Permitted Uses (2016)

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) developed Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (2016), which outlines the range of uses that are allowed in prime agricultural areas. The Guidelines represent,

where specific parameters are proposed, best practices to follow, not standards or regulations that must be met in every case. The OMAFRA Guidelines indicate two key Provincial Planning Statement (PPS) objectives for prime agricultural areas are maintaining the land base for agriculture and supporting a thriving agricultural industry and rural economy. The Guidelines are to assist decision-makers in balancing them and to ensure development proposals are consistent with the PPS.

The OMAFRA Guidelines provides clarification on agricultural uses, agriculture-related uses and on-farm diversified uses as described in the PPS. On-farm diversified uses are related to agriculture, supportive of agriculture or able to co-exist with agriculture without conflict. These uses are intended to enable farm operators to diversify and supplement their farm income, as well as to accommodate value-added and agri-tourism uses in prime agricultural areas.

The Subject Lands are identified as being within a prime agricultural area of the County. A large portion of the lands are currently being farmed, while an OFDU associated with agri-tourism as a winery exists on the lands. The Subject Lands will continue to be utilized for agricultural uses as defined in the PPS, and described in the Guidelines, which will follow the normal farm practices.

Section 2.1 of the Guidelines describes agricultural uses, including the growing of crops, and associated on-farm buildings and structures. All types, sizes and intensities of agricultural uses, as well as normal farm practices, shall be promoted and protected in accordance with provincial standards.

On-Farm Diversified Uses are permitted subject to the following criteria:

1. *Located on a farm*
2. *Secondary to the principal agricultural use of the property*
3. *Limited in area*
4. *Includes, but is not limited to, home occupations, home industries, agri-tourism uses and uses that produce value-added agricultural products*
5. *Shall be compatible with, and shall not hinder, surrounding agricultural operations*

The uses are located on a farm, are secondary to the principal agricultural use on the lands. The existing uses do not hinder or conflict with normal farm operations in the surrounding area. Less than 1% of the land area will be utilized for the OFDU.

On-Farm Diversified Uses are described in Section 2.3 as uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. As per Section 2.3 of the Guidelines, the on-farm diversified use must meet a compatibility criteria.

The principal use of the Subject Lands is agriculture. The agri-tourism use will remain secondary to the main agricultural use. The uses are associated with agri-tourism and will not hinder agricultural operations both on the Subject Lands as well as the adjacent agricultural operations. The proposed uses will enhance the existing agri-tourism facility to accommodate the increasing number of visitors every year.

The total area associated with the OFDU meets the requirements as noted below:

- ***Proposed Building = 270sq.m.***
- ***Proposed Laneway = 569.0sq.m.***
- ***Existing Septic Area = 200sq.m.+/-***
- ***Proposed Parking = 529.5sq.m.***
- ***Proposed Cistern Area = 70.0sq.m.***

Total proposed OFDU area = 1638.5 Sq. Mt.

Total Land Area = 87 acres (352077 sq.mt)

Total % of OFDU = 0.46%

The uses will maintain the agricultural/rural character of the area.

No outdoor storage is proposed.

No natural heritage areas are being impacted by the application and all works will be completed outside the natural features.

All parking and associated services are included on site.

The proposal will meet the provincial direction on Permitted Uses in Prime Agricultural Areas as it:

- ***will not hinder surrounding agricultural operations;***
- ***is appropriate to available rural services and infrastructure;***
- ***maintains the agricultural/rural character of the area;***
- ***meets all applicable environmental standards; and***
- ***the cumulative impact of multiple uses in prime agricultural areas is limited and does not undermine the agricultural nature of the area.***

The proposed development meets the intent of the OMAFRA's Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas.

4.4. Official Plan, 2018

The Official Plan was adopted by County Council in 2006 with a five-year review completed in 2018. The Official Plan was approved by the Ministry of Municipal Affairs and Housing on October 5, 2018. The Official Plan provides a framework of objectives and strategies, land use designations and policies intended to guide the future growth and development in the County which will result in strong, balanced, sustainable, and complete communities.

The Property is designated Agricultural, PSW and Hazard Lands in the Norfolk County Official Plan. The lands are identified as prime agricultural in the Official Plan and are serviced by private well and septic system.

The policies of the Official Plan promote and protect the agricultural industry and provide opportunities for farmers to supplement their incomes through diverse on-farm activities that are secondary to farming operations. Further, they encourage the establishment of on-farm experience and educational activities in a manner that does not conflict with farming operations.

The proposal involves construction of a wine-tasting area for the farm grown grapes which have been utilized for a winery on the subject lands.

The proposal requires a Site Plan Control Application to establish the OFDU.

Section 7.2 of the Official Plan provides policy in agricultural areas of the County and notes that the County's agricultural land base should be protected, and the use of the land should be predominantly related to agriculture. As per Section 7.2.2.b. on-farm diversified uses that are clearly supportive of and related to farming operations within the agriculture designation are permitted subject to specific criteria.

b) On-farm diversified uses comprise a gainful occupation conducted in whole or in part of an accessory building (shed or farm building) by a member of the farm family. On-farm diversified uses shall be subject to all of the following policies:

- i) the use is located on a parcel of land which has an existing farm operation established on it;

The Subject Lands are located in prime agricultural area and are actively being farmed. The property is 35 hectares (87 acres) in size and the primary use of the Subject Lands remain agricultural.

- ii) the use is secondary to the principal agricultural use of the property;

The proposed on-farm diversified use will be secondary to the main agricultural use of the Subject Lands.

- iii) the use is limited in area, as outlined in Section 7.2.2 c);

The proposed on-farm diversified use will be limited in area and covers less than 2% of the total land area as per the requirements.

- iv) the use may include, but is not limited to, home occupations, home industries, agri-tourism uses including overnight tourist accommodation and uses that produce value-added agricultural products, including those that use crops from other producers;

The proposed use includes a winery associated with the farm grown produce. The site will also offer agri-tourism that promotes the enjoyment, education and activities related to the farm operations.

- v) the use is compatible with, and will not hinder, surrounding agricultural operations;

The proposed on-farm diversified use is compatible with, and will not create negative impacts on the surrounding agricultural operations.

- vi) the use is appropriate to available rural services and infrastructure;

The proposed building will be serviced by private well and septic system as there are no municipal services available in this area of the County. The proposed use is serviced via a private well and septic system. A cistern will be required in addition to the private well to support the use.

The existing municipal road network is sufficient to support the proposed on-farm diversified use.

Required permits will be sought during the Building Permit Process.

- vii) the use maintains the agricultural/rural character of the area;

The proposed building will complement the surrounding agricultural area and is designed to ensure that the rural character is maintained.

- viii) the use meets all applicable environmental standards; and

The proposed use meets all applicable environmental standards, and required permits will be obtained during the Building Permit process.

- ix) outside storage areas, associated with the on-farm diversified use shall be included in the limited area calculations outlined in Section 7.2.2 c). Outside storage areas shall be screened from the road and residential buildings on adjacent properties.

No open storage is proposed on the Subject Lands.

Section 7.2.2 c) On-farm diversified uses shall be limited in size in accordance with the following policies:

- i) the acceptable area occupied by an on-farm diversified use is up to 2% of a farm parcel to a maximum of 1 ha (10,000m²);
- ii) the gross floor area of buildings used for on-farm diversified uses is limited to an approximate 20% of the acceptable land area, as calculated in 7.2.2 c) i);

- iii) the land area and the area of existing buildings used for on-farm diversified uses may be discounted at the rate of 50%. Where the on-farm diversified use occupies the same footprint as a demolished building, the land area for the use may be similarly discounted by 50%;
- iv) where the on-farm diversified use uses an existing farm laneway, the area of the laneway will not be included in the area calculations;
- v) 100% of the area needed for parking and outdoor storage for the on-farm diversified uses will be included in the area calculation;
- vi) If more than one on-farm diversified use is proposed on a single property, the combined area of all on-farm diversified uses shall be within the land area and building area requirements
- vii) On-farm diversified uses that are proposed to grow beyond the area limits, either incrementally or otherwise, will not be permitted and will be encouraged to locate in areas of the County appropriately designated for the use;
- viii) On-farm diversified uses will be subject to site plan control, where warranted and appropriate (e.g. for those uses requiring outdoor storage areas, visitor parking and/or a new farm access, etc.), in accordance with the policies of Section 9.6.5 (Site Plan Control).
- ix) Severances to separate the on-farm diversified uses from the farm property will not be permitted.

The proposed on-farm diversified use will be limited in area.

The total area associated with the OFDU meets the requirements as noted below:

- ***Proposed Building = 270sq.m.***
- ***Proposed Laneway = 569.0sq.m.***
- ***Existing Septic Area = 200sq.m.+/-***
- ***Proposed Parking = 529.5sq.m.***
- ***Proposed Cistern Area = 70.0sq.m.***

Total proposed OFDU area = 1638.5 Sq. Mt.

Total Land Area = 87 acres (352077 sq.mt)

Total % of OFDU = 0.46%

Building Permits will be applied for prior to any construction on the Subject Lands.

Development is proposed outside of lands regulated by the Long Point River Conservation Authority.

No outdoor storage is proposed.

No major changes to land or removal of natural heritage features are proposed through the application. The proposed use is compatible with the surrounding agricultural operations.

Agricultural uses shall remain the primary use on the lands and the proposed on-farm diversified uses will maintain the character of the area.

It is my professional opinion that the proposed Site Plan Control Application conforms to the policies of the Norfolk County Official Plan.

4.5. Zoning By-Law

The site is zoned Agricultural (A), Provincially Significant Wetlands (PSW) and Hazard Land (HL) in the Norfolk County Zoning By-Law 1-Z-2014.

Agricultural uses in Section 12 of the Zoning By-Law permit on-farm diversified uses.

On-farm diversified use is defined in the Zoning By-Law as:

“shall mean use(s) that are secondary to the principal agricultural use of the property, and are limited in area.”

Section 12.3.1 notes that any on-farm diversified use shall be subject to the following provisions:

- a) an on-farm diversified use shall only be permitted on an existing farm operation;
- b) no on-farm diversified use shall exceed a combined total of one (1) hectare;
- c) the gross floor area of all buildings used for an on-farm diversified use shall not exceed 20 percent of the acceptable land area, as calculated in 12.3.1 b);
- d) the land area and the area of existing buildings used for an on-farm diversified use may be discounted at the rate of 50 percent. Where an on-farm diversified

use uses the same footprint as a demolished building, the land area for the use may be similarly discounted by 50 percent;

- e) 100 percent of the area needed for a parking space and outdoor storage for the on farm diversified use will be included in the area calculation.
- f) where an on-farm diversified use uses an existing farm laneway, or parking area, the area of the laneway or parking area will not be included in the area calculations. In summary, the proposal complies with the on-farm diversified use regulations of the Zoning By-Law.

The proposed on-farm diversified use are located on an existing 87 hectare farm. It will be limited in area and covers less than 0.5% of the total land area. The total area associated with the OFDU meets the requirements as noted below:

- ***Proposed Building = 270sq.m.***
- ***Proposed Laneway = 569.0sq.m.***
- ***Existing Septic Area = 200sq.m.+/-***
- ***Proposed Parking = 529.5sq.m.***
- ***Proposed Cistern Area = 70.0sq.m.***

Total proposed OFDU area = 1638.5 Sq. Mt.

Total Land Area = 87 acres (352077 sq.mt)

Total % of OFDU = 0.46%

No outdoor storage is proposed and all parking is included within the OFDU Area.

It is my professional opinion that the proposed Site Plan Control Application meets the regulations of the Agricultural Zone in the Zoning By-Law.

5. Summary and Recommendations

The establishment of on-farm diversified uses on the Subject Lands located at 1454 Front Road require a Site Plan Control Application. The On-Farm Diversified Uses on the Subject Lands will include the wine tasting facility and will be supplemental to the permitted primary agricultural use. The proposed uses are secondary to the main

agricultural use, will keep in character with the surrounding rural/agricultural uses, and do not impact the existing infrastructure on the Subject Lands or on the surrounding land uses. No natural heritage areas are being impacted by the proposed development.

It is my professional opinion that the proposed application is:

- consistent with the Provincial Planning Statement;
- conform with the policies of the Norfolk County Official Plan, 2018; and
- is in keeping with the regulations of the Norfolk County Zoning By-Law.

We trust that the information included in the submission is satisfactory to grant approval for the On-Farm Diversified Use and a building permit can be issued.

Respectfully Submitted,

TAG – The Angrish Group



Ruchika Angrish, MPlan, B.Tech, MCIP, RPP
Co-Founder

Cc: J. H. Cohoon Engineering c/o Bob Philips

I hereby certify that this Planning Justification Report was prepared by a Registered Professional Planner, within the meaning of the Ontario Professional Planners' Institute Act, 1994.



August 8, 2025

I hereby certify that this plan/report was prepared by a Registered Professional Planner,
within the meaning of the Ontario Professional Planners Institute Act, 1994.
August 8, 2025
Date 
Ruchika Angrish
Registered Professional Planner

NORTH SCHOOL TOWNHOUSES
NORFOLK COUNTY - Inasphere Wines
SCHEDULE H ESTIMATED COST AND SECURITIES
OUR PROJECT NO. 17253

REVISION

ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL COST	Securities	
						10% MAINT.	100% PERF.

A. SANITARY SEWERS

1	Upgrade to the existing septic system on site	L.S	1	\$17,500	\$17,500	\$1,750	\$0
TOTAL SANITARY SEWERS					\$17,500	\$1,750	\$0

B. WATERMAIN

1	Connect. Supply and install 19mm water service to Building. Backfill.	L.S.	1	\$1,500	\$1,500	\$150	\$0
2	Water Cistern	L.S.	1	\$25,000	\$25,000	\$2,500	\$0
TOTAL WATERMAIN					\$26,500	\$2,650	\$0

C. STORM SEWERS

1	Removed Intentionally						
TOTAL STORM SEWER					\$0	\$0	\$0

D. ROAD CONSTRUCTION AND MISC ITEMS

1	Granular 'A'	sq.m.	1000	\$8	\$7,500	\$750	\$0
2	Granular 'B'	sq.m.	1000	\$17	\$17,000	\$1,700	\$0
3	Retaining Wall	sq.m	80	\$350	\$28,000	\$2,800	\$0
4	Misc Grading	L.S.	1	\$3,000	\$3,000	\$300	\$0
5	Misc Grading	L.S.	1	\$3,000	\$3,000	\$300	\$0
6	As-constructed Drawiwngs	L.S.	1	\$3,000	\$3,000	\$300	\$0
7	Siltation and Erosion Control	L.S.	1	\$3,500	\$3,500	\$350	\$0
8	Sidwalk	sq.m.	38	\$65	\$2,470	\$247	\$0
9	Fencing	l.m.	38	\$100	\$3,800	\$380	\$0
TOTAL ROAD CONSTRUCTION					\$65,000	\$6,500	\$0

E. HYDRO

1	Intentially Deleted.						
TOTAL HYDRO					\$0	\$0	\$0

SUMMARY

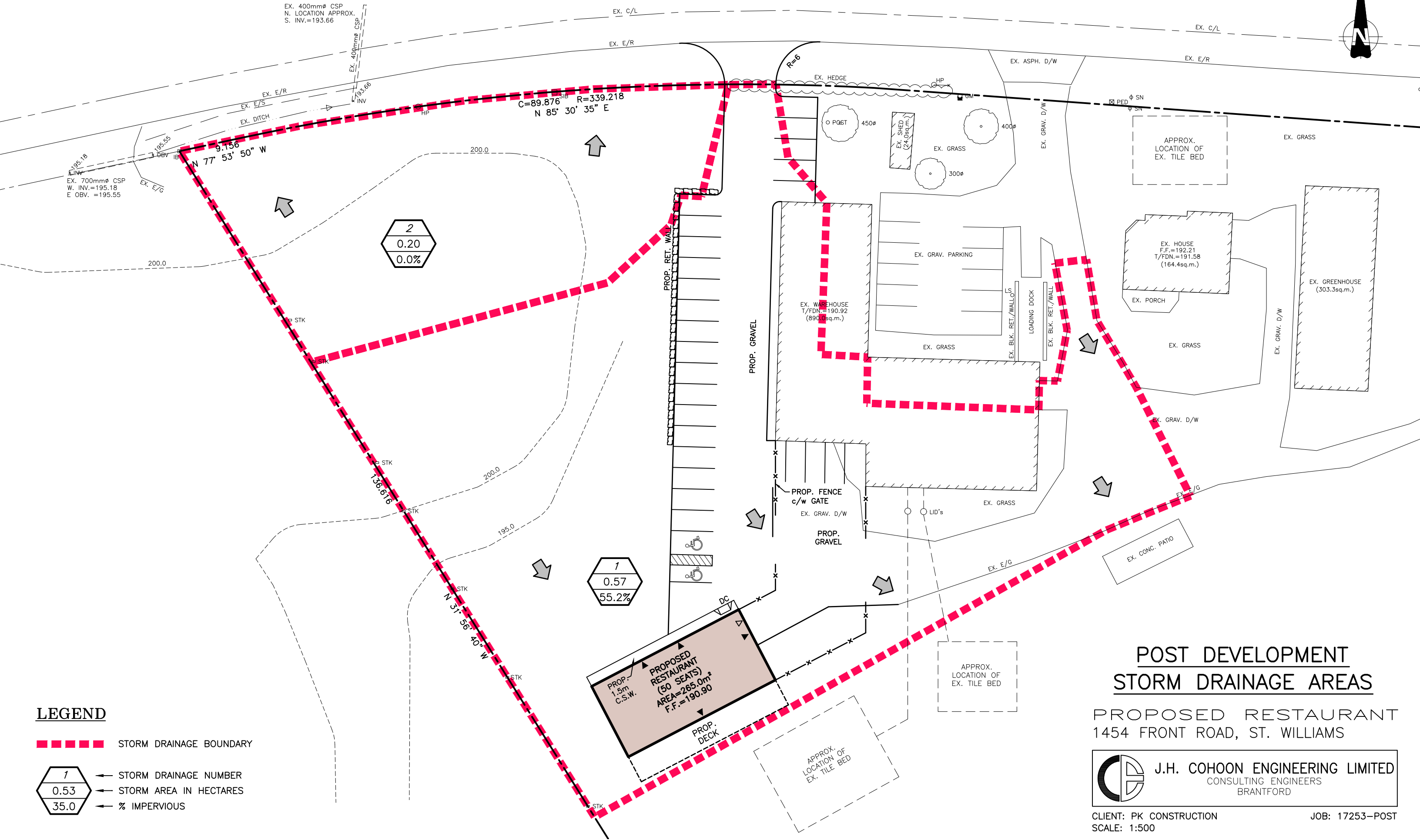
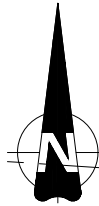
A. SANITARY SEWERS	\$17,500	\$1,750	\$0
B. WATERMAIN	\$26,500	\$2,650	\$0
C. STORM SEWERS	\$0	\$0	\$0
D. ROAD CONSTRUCTION AND MISC ITEMS	\$65,000	\$6,500	\$0
E. HYDRO	\$0	\$0	\$0
TOTAL NORFOLK COUNTY ITEMS	\$109,000	\$10,900	\$0
TOTAL HYDRO ITEMS	\$0	\$0	\$0
TOTALS	\$109,000	\$10,900	\$0

ITEM	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL COST	Securities	
						10% MAINT.	100% PERF.

TOTAL SECURITIES REQUIRED

\$10,900.00

FRONT ROAD



LEGEND

STORM DRAINAGE BOUNDARY

1
0.53
35.0

STORM DRAINAGE NUMBER
STORM AREA IN HECTARES
% IMPERVIOUS

**POST DEVELOPMENT
STORM DRAINAGE AREAS**

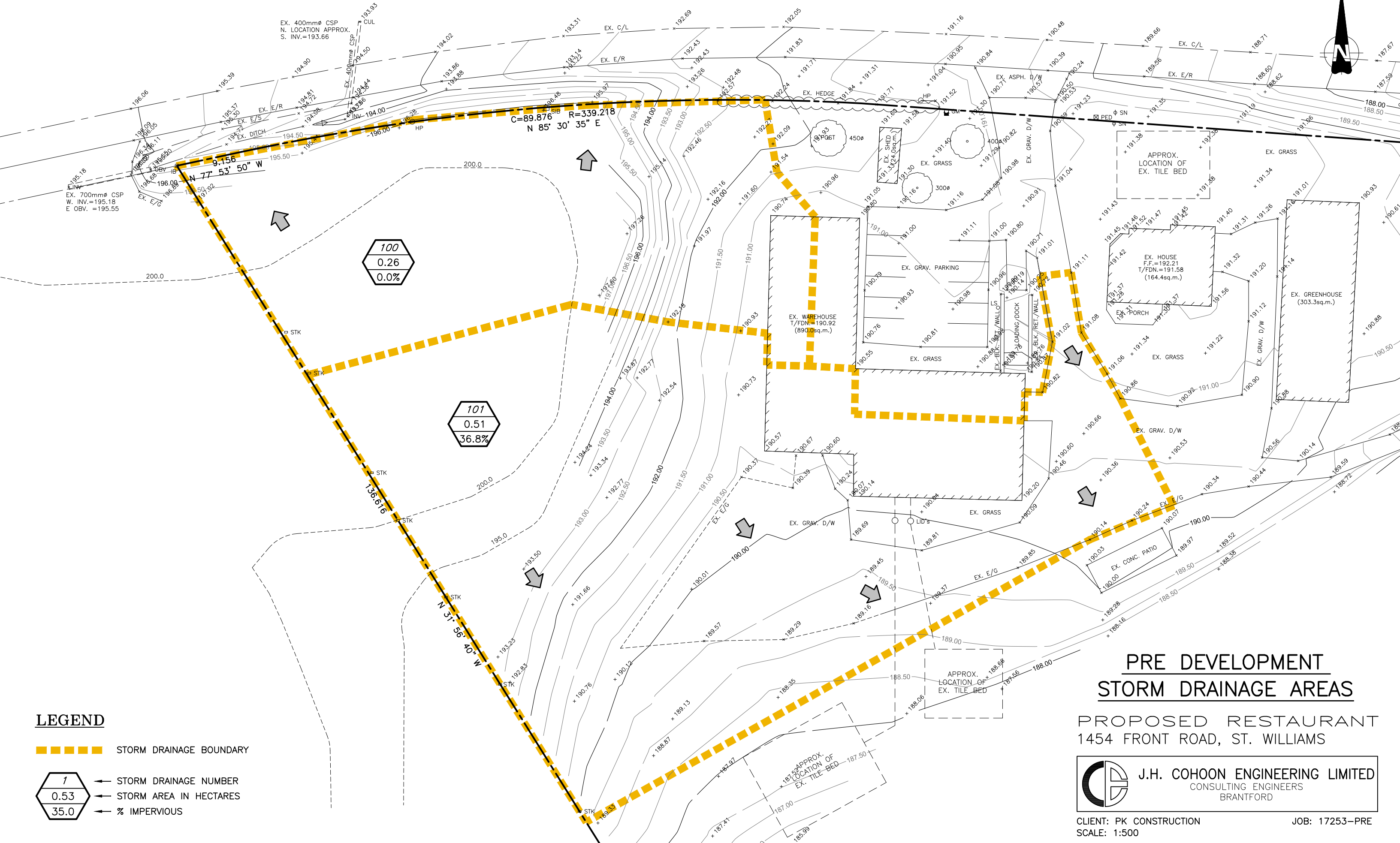
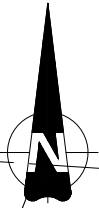
PROPOSED RESTAURANT
1454 FRONT ROAD, ST. WILLIAMS

 **J.H. COHOON ENGINEERING LIMITED**
CONSULTING ENGINEERS
BRANTFORD

CLIENT: PK CONSTRUCTION
SCALE: 1:500

JOB: 17253-POST

FRONT ROAD



LEGEND

- STORM DRAINAGE BOUNDARY
- STORM DRAINAGE NUMBER
- STORM AREA IN HECTARES
- % IMPERVIOUS

PRE DEVELOPMENT
STORM DRAINAGE AREAS

PROPOSED RESTAURANT
1454 FRONT ROAD, ST. WILLIAMS

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CLIENT: PK CONSTRUCTION
SCALE: 1:500

JOB: 17253-PRE



17253

J.H. COHOON ENGINEERING LIMITED

CONSULTING ENGINEERS

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Tel: (519) 753-2656 Fax: (519) 753-4263
www.cohooneng.com

July 31, 2025

County of Norfolk
Community Planning Services
185 Robinson Street
Simcoe, Ontario
N3Y 5L6

Attention: Ms. K. Wharton,
Planner

Re: Proposed Site Plan Approval Application
MN 1454 Front Road,
St. Williams, Ontario
Norfolk County
Traffic Considerations

Dear Sir:

On behalf of our client, Inasphere Wines and P.K. Construction, please find enclosed the following information regarding our application for site plan approval relating to the construction of a restaurant facility (tasting facility) related to the winery operation on the subject lands.

In accordance with the pre-consultation notes relating to the subject property, our firm has reviewed the traffic impacts of the proposed development to be located at MN 1454 Front Road, in St. Williams, Ontario, Norfolk County.

The site plan application relates to the construction of a 265 sq.m. stand-alone building intended to be utilized for the tasting of the wine products produced on the property. The facility has a seating capacity of approximately fifty persons complete with interior and exterior sitting areas. The operation of the facility is anticipated to be primarily from noon on weekdays till 6 or 7 pm and similarly, on weekends during the same period. It is not anticipated to have a significant impact during the peak periods. For a typical establish of this size, the anticipated peak pm hour trips would be approximately 30-40 peak hour trips (as per the ITE manual for a high turnover restaurant). Although we would not consider this to be a high turnover restaurant, we have considered these trips in our analysis. The proposed site development has been included within Appendix 'A' of this report.



Professional Engineers
Ontario

Existing Transportation Network

The subject property is located on the south side of Front Road east of the intersection of Charlottesville West Quarter Line Road and Front Road. The attached aerial photograph illustrates the existing transportation network in the area.

The site is not serviced with any municipal sidewalks in the area without any need in the rural seating. Our firm reached out to Norfolk County and determined that no existing traffic volumes were available for Front Road in the vicinity of the site.

The current zoning for the site is an agricultural zoning with the use being permitted as an on farm diversified use. A land use plan illustrating the existing land uses in the area has been included within Appendix 'B' of this report.

Development Proposal

In consideration of the impacts of the traffic generated on the subject property and utilizing the ITE manual for trip generations during the peak hours, we have estimated the following trip generations for this site during the peak hours

High Turnover Restaurant	=	12 trips per 1000 sq.ft.
	=	35 trips during the peak afternoon hour.

In review of the requirements for the typical TIS report, a full TIS is usually only required when the trip generation exceed 75 peak hour vehicles generated. As such, a traffic brief is being proposed in support of this application.

The site is intended to operate without any impact to the existing road network with the following comments

Parking

The proposed parking on this site includes the construction of a surface parking area that is located adjacent to the existing building and the new proposed building. A total of 27 additional parking spaces are being proposed (whereas the current zoning bylaw requires 17 spaces) to service the proposed tasting facility.

It is our opinion that as a result of the incorporation of the 27 parking spaces is sufficient in this application as the site does meet the requirements of the zoning bylaw for this type of use.

Our firm anticipates that the measures being implemented will allow for a much more accessible site making it easier for people to use alternative methods of transportation.

Site Access

The proposed site plan has been reviewed with consideration of access for all types of vehicles on this property.

In the review of the site plan in conjunction with the road network, the proposed driveway access is located such that the required 140 m sight distance has been provided to ensure adequate sight distances are available. The location of the entrance would not have any impact on the operation of the municipal rights-of-way.

Fire protection for this development will be provided through the new entrance to the proposed water cistern that will provide the initial water to the site for fire protection.

Conclusions:

The findings of our analysis of the site complete with considerations of the overall development are as follows:

- The development proposal to include a small 265 sq.m. restaurant (tasting area) for the winery.
- The proposed access to the site is intended to be a full movement driveway onto Front Road.
- A total of 27 parking spaces are being proposed on the site
- The development is going to generate a modest number of additional peak pm hour movements as a result of the increased development
- The anticipated increased traffic from the development would be considered insignificant as it relates to the overall capacity of existing infrastructure in the area.

I trust that this information will be sufficient to allow the re-zoning application to proceed.

Yours truly,

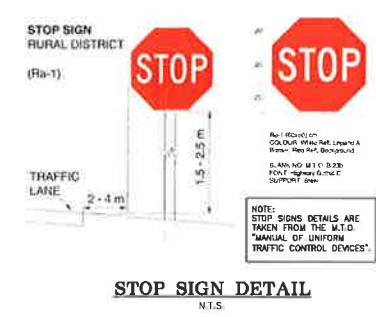
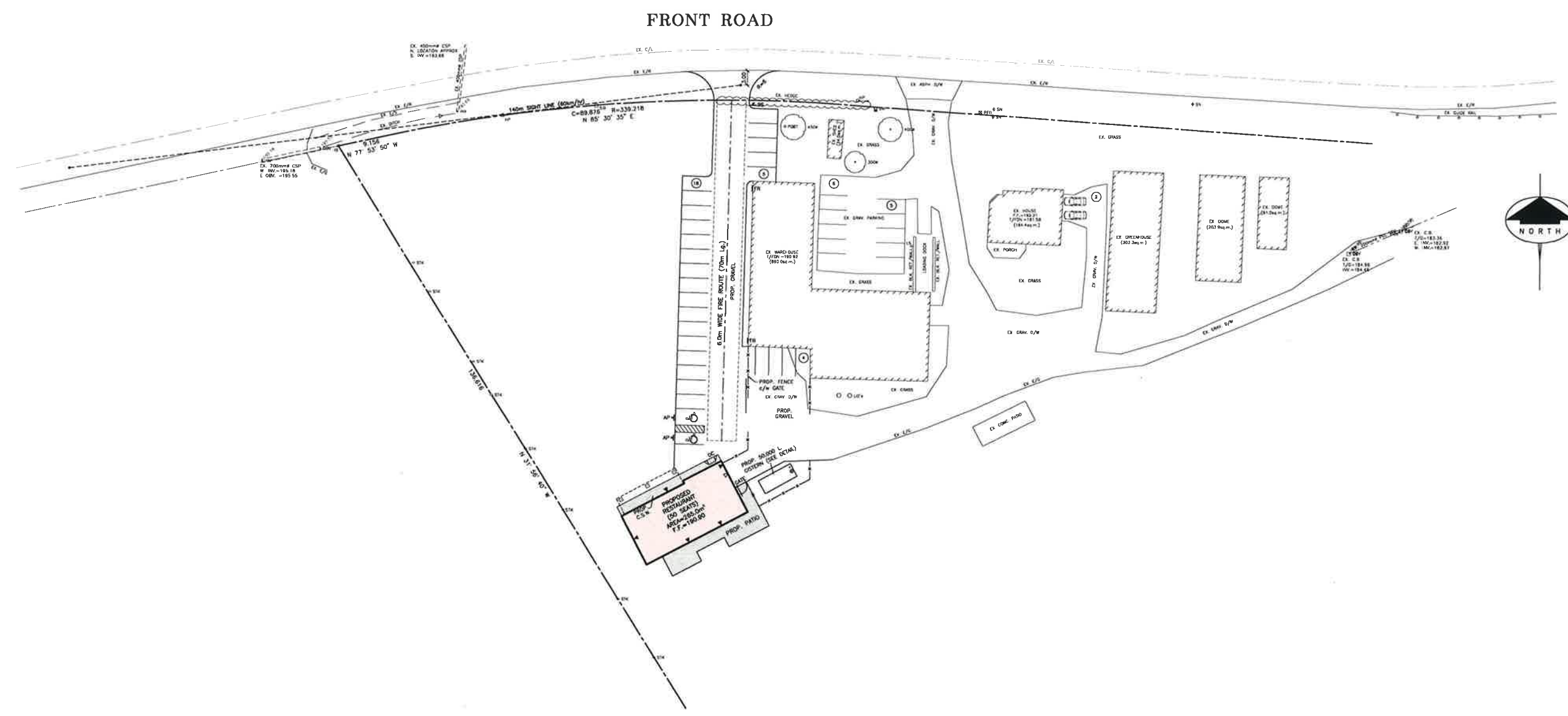
J.H. COHOON ENGINEERING LIMITED

R.W. Phillips, P.Eng.



Appendix 'A'

J H Cohoon Engineering Limited – Site Development Plan



LEGEND:

- DENOTES 6.0m WIDE FIRE ROUTE
- SS DENOTES STOP SIGN
- AP DENOTES ACCESSIBLE PARKING SIGN
- FR DENOTES FIRE ROUTE SIGN (ATTACHED TO EXISTING BUILDING)

NO.	REVISION	DATE (MM/DD/YY)	BY

J.H. COHOON ENGINEERING LIMITED
CONSULTING ENGINEERS
440 HARDY ROAD, UNIT #1, BRANTFORD - ONTARIO, N3T 5L8
TEL: (519) 753-2858 FAX: (519) 753-4283 www.cohooneg.com

PROJECT:
INASPHERE WINES
LOT 43 REG. PLAN 82-B
TOWNSHIP OF CHARLOTTEVILLE
1454 FRONT ROAD, ST. WILLIAMS
NORFOLK COUNTY

CLIENT:
PK CONSTRUCTION

TRANSPORTATION AND SIGNAGE PLAN

DESIGN	R.W.P.	SCALE:	1:400
DRAWN	K.P.B.	JOB No:	17253
CHECKED	R.W.P.	DWG No:	17253-2
SHEET:	2 of 2	DATE:	AUG. 1/25

11/08/25

Appendix 'B'

Land Use Aerial Photo of Subject Area

1454 Front Rd
Innasphere Wines

