For Office Use Only:

File Number	ZNPL2016357	SPRT Meeting	—
Related File Number	—	Application Fee	$1858
Pre-consultation Meeting	Sept 28/16	Conservation Authority Fee	$452
Application Submitted	Dec 8/16	OSSD Form Provided	Septic Assessment
Complete Application	Dec 14/16	Planner	Alisha
Public Notice Sign		PAC Meeting	—

This application must be typed or printed in ink and completed in full. An incomplete or improperly prepared application may not be accepted and could result in processing delays.

A. Applicant Information

Name of Owner LBS Group Inc. c/o Mrs. Brooke Hayward

It is the responsibility of the owner or applicant to notify the planner of any changes in ownership within 30 days of such a change.

Address 16 Hiram Road

Town and Postal Code Paris, Ontario, N3L-2P8

Phone Number 519-865-0607

Cell Number

Email brookeemerson1@gmail.com

Name of Applicant LBS Group Inc. c/o Brooke Hayward

Note: If the applicant is a numbered company provide the name of a principal of the company.

Address 16 Hiram Road

Town and Postal Code Paris, Ontario, N3L-2P8

Phone Number 519-865-0607

Cell Number

Email brookeemerson1@gmail.com

Name of Agent	IBI Group c/o John Ariens
Address	200-360 James Street North
Town and Postal Code	Hamilton, Ontario L8L-1H5
Phone Number	(905) 546-1010
Cell Number	
Email	John.Ariens@ibigroup.com

Name of Engineer	
Address	
Town and Postal Code	
Phone Number	
Cell Number	
Email	

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

☐ Applicant
☒ Agent
☐ Owner

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

B. Location, Legal Description and Property Information

1. Property Assessment Roll Number: 3310 - 493-100-41800

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

   Lots 196 and 202, Part Lot 197

   Registered Plan 190

   Geographic Township of Charlottville, Norfolk County

   Municipal Civic Address (911 Number): 325 Cedar Drive, Turkey Point Ontario, N0E 1T0

   Present Official Plan Designation(s): Resort Residential

   Present Zoning: CRA - Resort Area Commercial

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

   14.18 In addition to the uses permitted in the CRA Zone, a marine craft and accessories store, real estate office, deli, garden and landscape supply and grocery store shall also be permitted.

3. The date the subject lands was acquired by the current owner: _____
4. Present use of the subject lands:

   Residential and commercial

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

   Commercial building - to be demolished

   Residential building - to be retained

6. If known, the date existing buildings or structures were constructed on the subject lands: _____

7. If an addition to an existing building is being proposed, please explain what will it be used for (e.g. bedroom, kitchen, bathroom, etc.). If new fixtures are proposed, please describe.

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

Proposed 2 Storey Duplex - Seasonal Residential

Proposed 2 Storey Duplex - Seasonal Residential

9. If known, the date the proposed buildings or structures will be constructed on the subject lands:

Anticiapted Spring 2017

10. 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:

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

12. Existing use of abutting properties:

Residential

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

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

14. 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:

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

   To convert the exsitng residential dwelling into a duplex, and develop the remainder of the lands with two new duplex dwellings. For full detailed plase see Planning Justification report Prepared by IBI Group, December 2016

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

   Frontage: Lot 1 - 21.3m Lot 2 - 24.5m Lot 3 - 18.6m

   Depth: Lot 1 - 24.5m Lot 2 -18.6m Lot 3 - 24.1m

   Width:

   Lot Area: Lot 1 - 521m² Lot 2 - 487m² Lot 3 - 447m²

   Present Use: Lot 1 Residential & Commercial, Lot 2 Commercial/Storage Lot 3 Storage/vacant

   Proposed Use: Seasonal residential Duplex

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

4. List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation:

Owners Name:

Roll Number:

Total Acreage:

Workable Acreage:

Existing Farm Type: (i.e., corn, orchard etc)

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

Owners Name: _____

Roll Number: _____

Total Acreage: _____

Workable Acreage: _____

Existing Farm Type: (i.e., corn, orchard etc) _____

Dwelling Present?: ☐ Yes ☐ No If yes, year dwelling built _____

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

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

The proposed subject lands are wide shallow lots which results in under sized lots with minor modification to the exisitng Resort Residential performance standards bein required

6. Does the requested amendment delete a policy of the Official Plan? ☐ Yes ☒ No
If yes identify the policy to be deleted:

7. Does the requested amendment change or replace a policy in the Official Plan?
☐ Yes ☒ No If yes, identify the policy to be changed or replaced, also include the proposed text of the policy amendment (if additional space is required, please attach a separate sheet):

8. Site Information	Existing	Proposed
Please indicate unit of measurement i.e. m, m^2 or % etc.		
Lot frontage	18.6m	18.6m (min)
Lot depth	73.3m	18.6m (min)
Lot width	21.4m	21.4m (min)
Lot area	440m²	440m² (min)
Lot coverage		15%
Front yard		3.4m to an existing building 3.5m to a new dwelling
Rear yard		11.25m to an existing building 3.5m to a new dwelling
Left Interior side yard		min 3m
Right Interior side yard		min 3m
Exterior side yard (corner lot)		0.35m to an existing building 1.6m to a new building
Landscaped open space		
Entrance access width		
Exit access width		
Size of fencing or screening		
Type of fencing	Chain-link fence	

9. Building Size		
Number of storeys	2 storey dwelling, 1 storey commercial	2 storey dwelling
Building height		8.0 m (25 ft)
Total ground floor area		65m² (per unit max)
Total gross floor area		130m² (per unit)
Total useable floor area		130m² (per unit)

10. Off Street Parking and Loading Facilities		
Number of off street parking spaces		2 spaces per dwelling unit
Number of visitor parking spaces		
Number of accessible parking spaces		
Number of off street loading facilities		

11. Multiple Family Residential

Number of buildings existing: 2

Number of buildings proposed: 2 new dwellings - 1 retained

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

If yes, describe: Existing 2 storey dwelling to be converted into 2 units

Type	Number of Units	Floor Area per Unit in m^2
Bachelor		
One bedroom		
Two bedroom		
Three bedroom		
Group townhouse		
Stacked townhouse		
Street townhouse		

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

12. Commercial/Industrial Uses

Number of buildings existing: One commercial building

Number of buildings proposed: None

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

If yes, describe:

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

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

Total number of fixed seats: _____

Describe the type of business(es) proposed: _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

Is open storage required: ☐ Yes ☐ No

Is a residential use proposed as part of, or accessory to commercial/industrial use? ☐ Yes ☐ No If yes please describe:

_____

_____

_____

13. Institutional

Describe the type of use proposed: _____

Seating capacity (if applicable): _____

Number of beds (if applicable): _____

Total number of staff proposed initially: _____

Total number of staff proposed in five years: _____

Maximum number of staff on the largest shift: _____

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

_____

_____

_____

14. Describe Recreational or Other Use(s)

_____

_____

_____

D. Previous Use of the Property

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? ☒ Yes ☐ No ☐ Unknown
   If yes, specify the uses (example: gas station, petroleum storage, etc.):

   Current use - gift shop and marine commercial

2. Has the grading of the subject lands been changed through excavation or the addition of earth or other material? ☐ Yes ☐ No ☒ Unknown

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

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

   Previous meetings with owners

5. 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. 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:

   Screening was not required at this stage

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

   Not required

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

5. 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 ±110m

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

   ☒ Communal wells

   ☐ Individual wells

   ☐ Other (describe below)

   _____

   Sewage Treatment

   ☐ Municipal sewers

   ☐ Communal system

   ☒ Septic tank and tile bed

   ☐ Other (describe below)

   _____

   Storm Drainage

   ☐ Storm sewers

   ☒ Open ditches

   ☐ Other (describe below)

   _____

2. Have you consulted with Public Works & Environmental Services concerning storm water management?

   ☒ Yes ☐ No

3. Has the existing drainage on the subject lands been altered?

   ☐ Yes ☒ No

4. Does a legal and adequate outlet for storm drainage exist?

   ☒ Yes ☐ No

5. How many water meters are required? _____

6. Existing or proposed access to subject lands:

   ☒ Municipal road

   ☐ Provincial highway

   ☐ Unopened road

   ☐ Other (describe below)

7. Name of road/street:

   Cedar Drive, Walmsley Ave nue & Arnold Avenue

G. Other Information

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

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

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

   Please see planning justification Report, as prepared by IBI Group, December 2016

H. Supporting Material to be submitted by Applicant

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

1. Concept/Layout Plan
2. All measurements in metric
3. 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. Existing and proposed easements and right of ways
11. Zoning compliance table – required versus proposed
12. Parking space totals – required and proposed
13. Loading spaces, facilities and routes
14. All dimensions of the subject lands
15. Dimensions and setbacks of all buildings and structures
16. Gross, ground and useable floor area
17. Lot coverage
18. Floor area ratio
19. Building entrances and grades
20. Names of adjacent streets
21. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
22. Fire access and routes
23. Location, dimensions and number of parking spaces (including visitor and accessible) and aisles
24. Location of mechanical room
25. Refuse disposal and storage areas including any related screening
26. Winter snow storage location
27. Landscape areas with dimensions
28. Natural features, watercourses and trees
29. Fire hydrants and utilities location
30. Fencing, screening and buffering – size, type and location
31. All hard surface materials
32. Light standards and wall mounted lights

33. Signs
34. Sidewalks and walkways with dimensions
35. Pedestrian access routes into site and around site
36. Bicycle parking
37. Professional engineer's stamp

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

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

☐ Traffic Impact Study – please contact the Planner to verify the scope of the study required

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

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

I. Development Agreements

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

J. Transfers, Easements and Postponement of Interest

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

X Brooke Hayward - LBS Group Inc. Dec. 9/16

Owner/Applicant Signature Date

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.

X Brooke Hayward - LBS Group Inc. Dec. 9/16.

Owner/Applicant Signature Date

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.

x Brooke Hunyadi - LBS Group Inc. Dec. 9/16

Owner/Applicant Signature Date

M. Endangered Species Act, 2007

Endangered and threatened species and their habitat are protected under the provinces Endangered Species Act, 2007. 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 Natural Resources (MNR), Aylmer District provides the service of responding to species at risk information requests and project screenings. The applicant has been directed to discuss the proposed activity and have their project screened with MNR. Please be advised that 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.

x Brooke Hunyadi - LBS Group Inc. Dec. 9/16.

Owner/Applicant Signature Date

N. Owner's Authorization

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

I/We LBS Group Inc. am/are the registered owner(s) of the lands that is the subject of this application for development approval.

I/We authorize IBI Group 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.

x Brooke Hunyadi - LBS Group Inc. Dec. 9/16

Owner Date

x

Owner Date

O. Declaration of Applicant and Agent

I hereby apply for development approval and declare that all of the above statements and the statements contained in all of the exhibits transmitted herewith are accurate and true. I understand that development approval is required before a building permit can be issued.

x Brooke Hayward - LBS Group Inc. Dec. 9/16

Applicant Signature Date

Agent Signature Dec 9/16

Agent Signature Date

P. Declaration

I, Tracy Tucker of The City of Hamilton

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:

the City of Hamilton

Owner/Applicant Signature

In the Province of Ontario

This 9th day of December

A.D., 20 16

Jared Vail Marcus, a Commissioner, etc.,
Province of Ontario,
for IBI Group.
Expires December 2, 2017.

A Commissioner, etc.

MAP 1

File Number: ZNPL2016357

Geographic Township of

CHARLOTTEVILLE

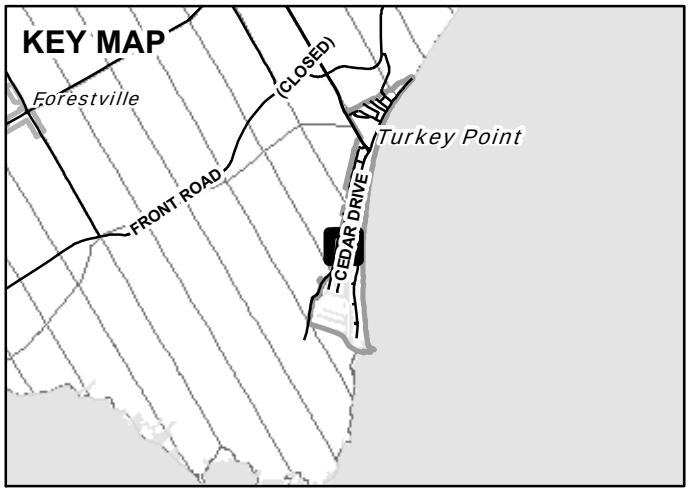
N

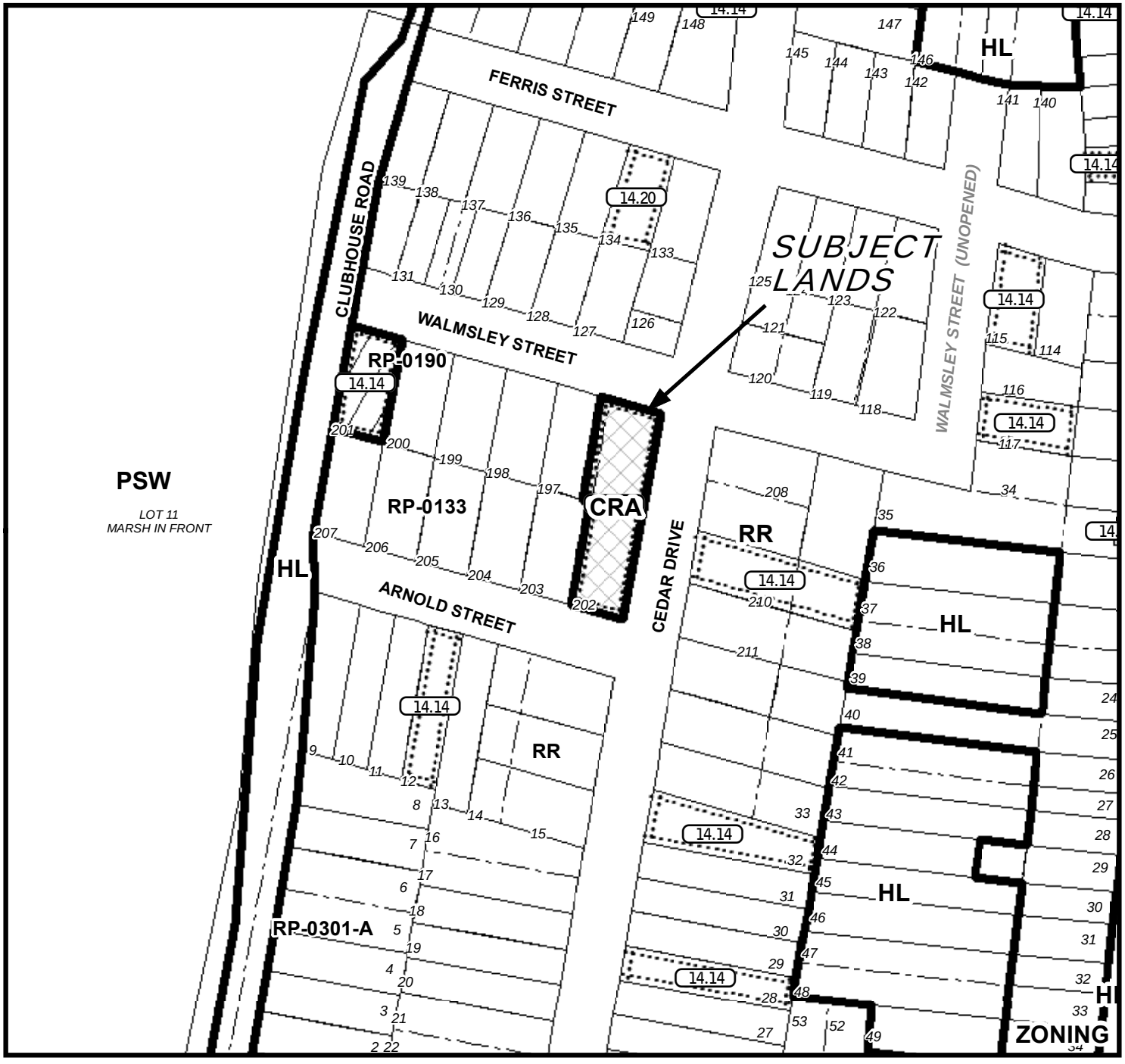
W E

S

1:2,000

20 10 0 20 40 60 80 Meters





2017-01-19

MAP 2
File Number: ZNPL2016357
Geographic Township of CHARLOTTEVILLE

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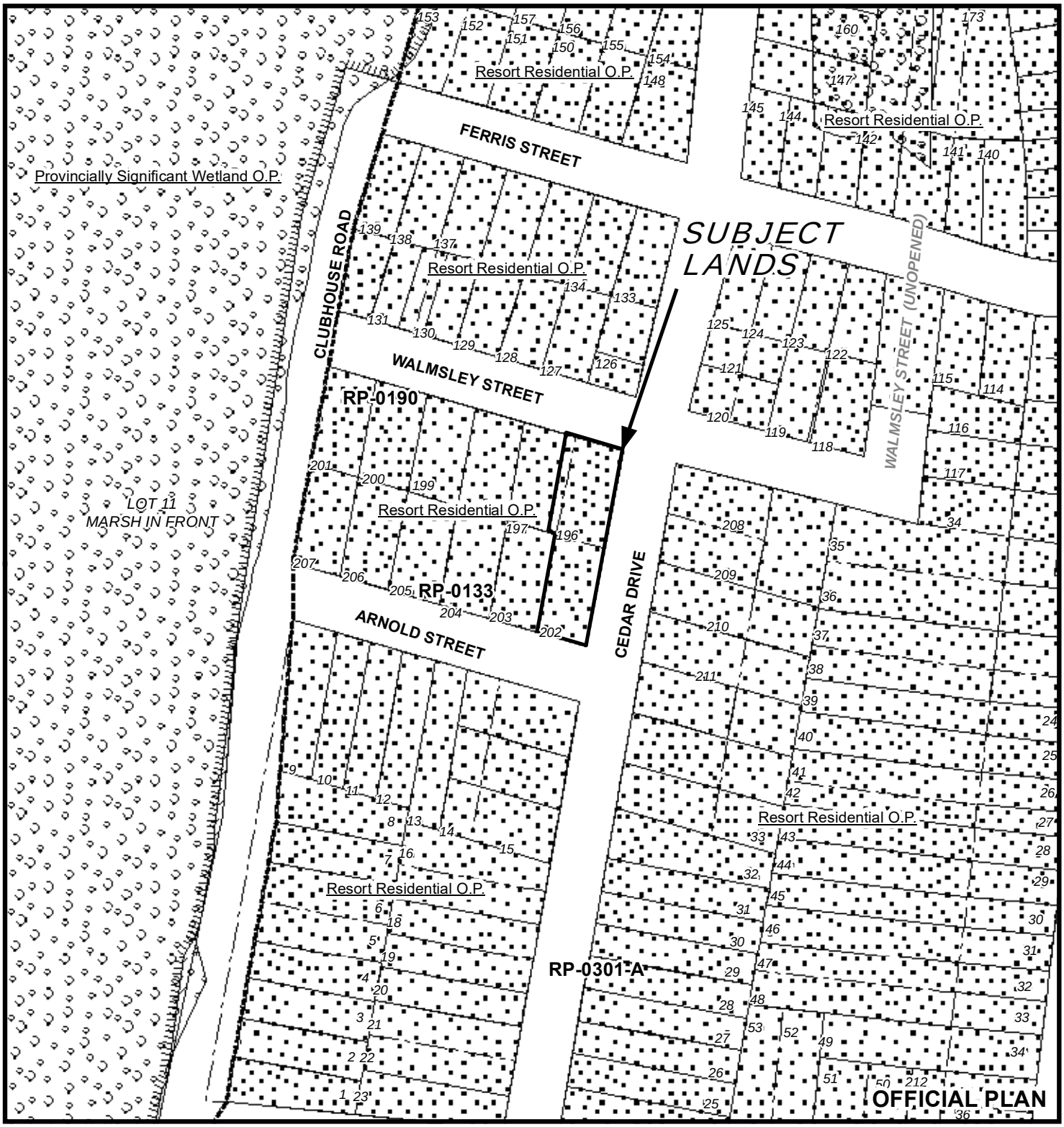
8 4 0 8 16 24 32 Meters

1:2,000



2017-01-19

MAP 3
File Number: ZNPL2016357
Geographic Township of CHARLOTTEVILLE

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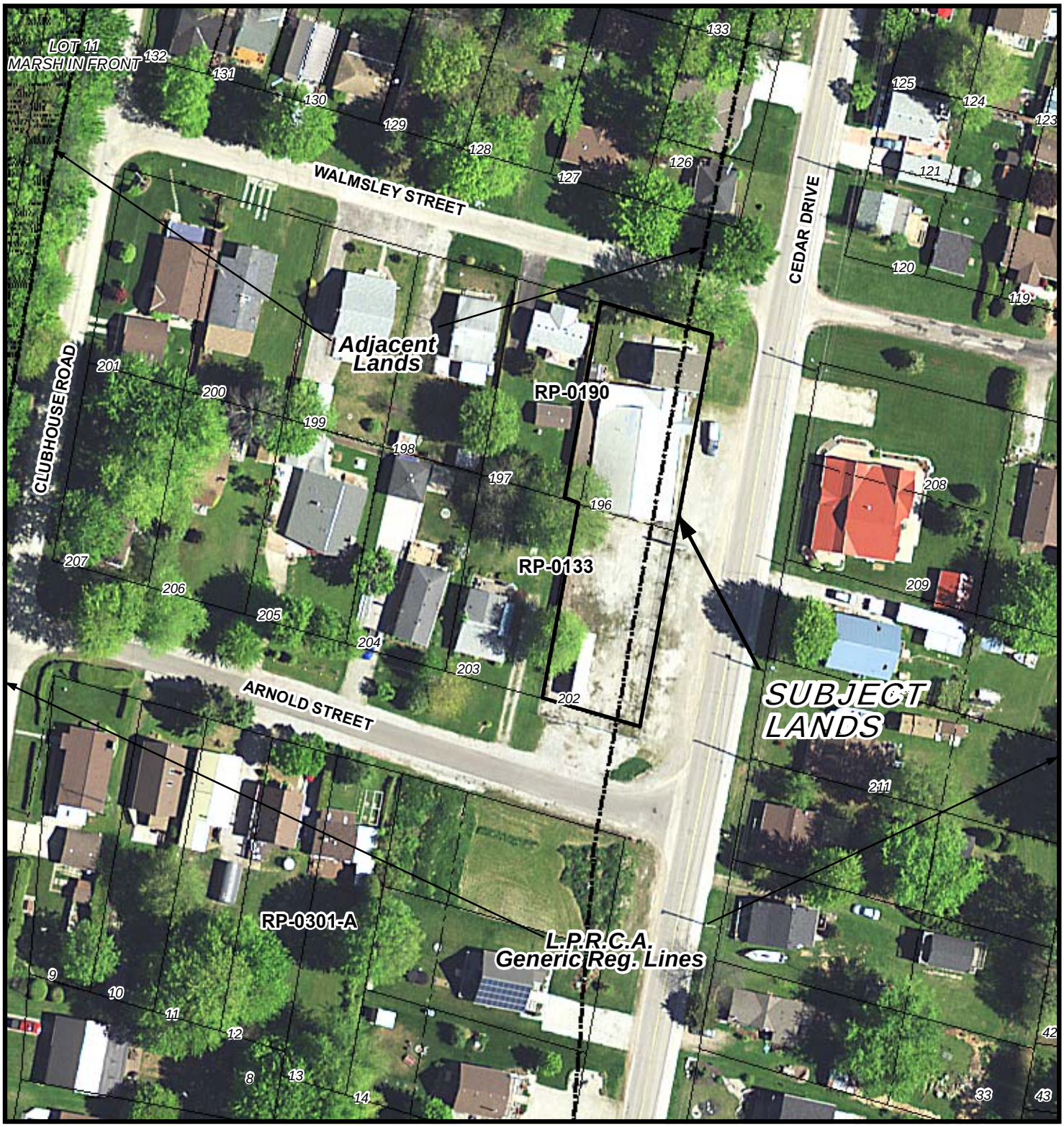
4 2 0 4 8 12 16 Meters

1:1,000



2017-01-19

MAP 4

File Number: ZNPL2016357

Geographic Township of CHARLOTTEVILLE

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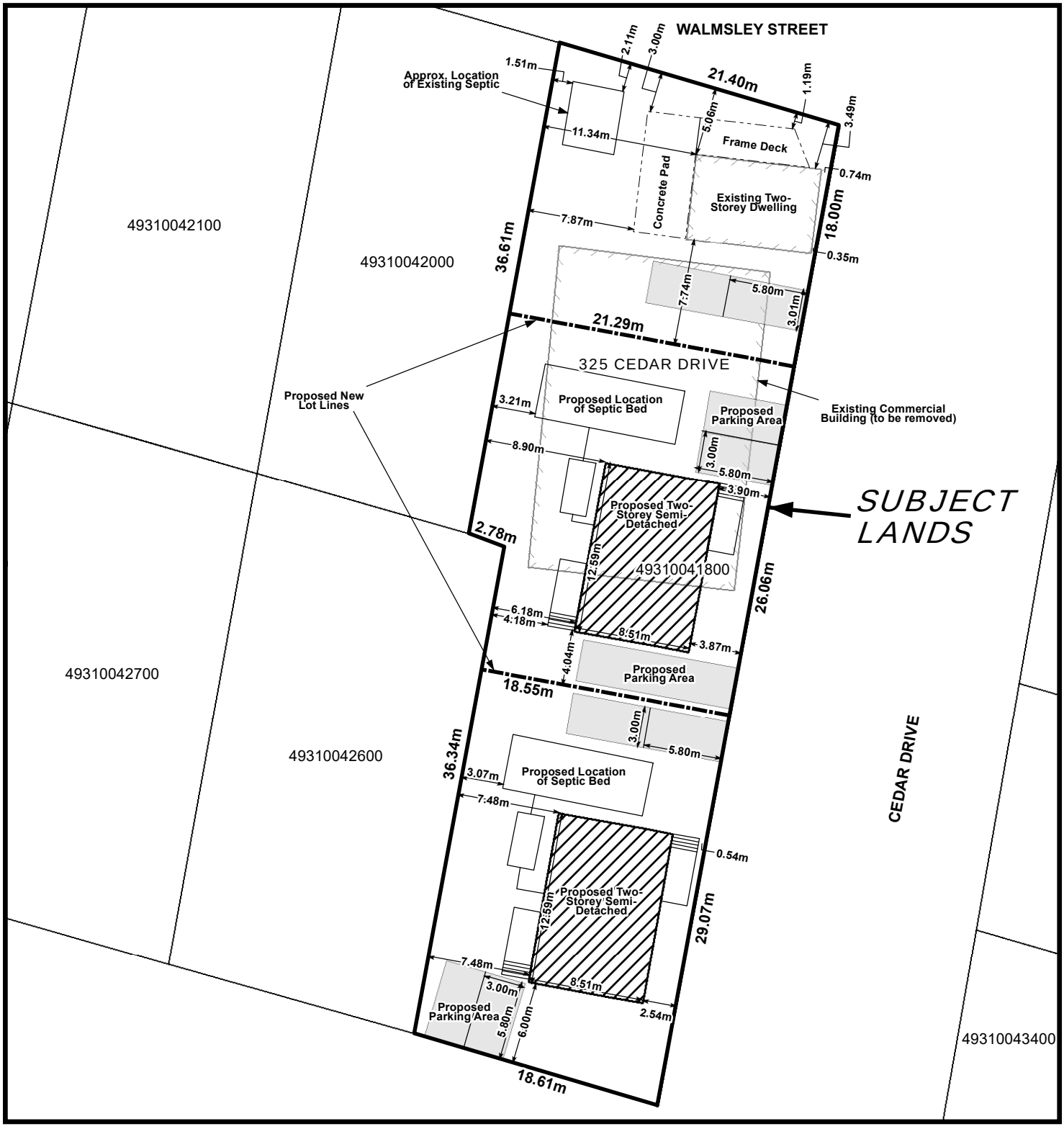
S

0 0.75 1.5 3 4.5 6 Meters

1:400



2017-03-21