

**For Office Use Only:**

File Number ZNA 2014  
Related File Number 2016  
Pre-consultation Meeting Jan 20<sup>th</sup> / 2017  
Application Submitted ✓  
Complete Application ✓  
Public Notice Sign ✓

SPRT Meeting ✓  
Application Fee ✓  
Conservation Authority Fee ✓  
OSSD Form Provided ✓  
Planner Fayla Bell  
PAC Meeting ✓

Hard 5

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 MARTIN VAN STOUN 1562863 Ontario Inc.

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 12 Horner St.  
Town and Postal Code Brantford Ont. N3R 2C4  
Phone Number \_\_\_\_\_  
Cell Number \_\_\_\_\_  
Email \_\_\_\_\_

Name of Applicant HABITAT FOR HUMANITY BRANT NORFOLK

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

Address 408 HENRY ST  
Town and Postal Code BRANTFORD ON N3S 7W1  
Phone Number 519-758-8600 EXT 22  
Cell Number 226-922-9093  
Email dbrooks@habitatbrant.org

## **Notification Sign Requirements**

For the purpose of public notification and in order for staff to locate your lands for appropriate applications (consent, minor variance, zoning, subdivision, condominium or official plan) you will be given 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, not on a tree;
3. Notify the Planner when the sign is in place in order to avoid processing delays; and
4. Maintain the sign until the development application is finalized and thereafter removed.

## **Contact Us**

For additional information or assistance in completing this application, please contact a planner at 519.426.5870.

Please submit the completed application and fees to Norfolk County, Development and Cultural Services Department, 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 or 22 Albert Street Langton, ON N0E 1G0.



**Name of Agent** HABITAT FOR HUMANITY BRANT NORFOLK  
**Address** 408 HENRY ST.  
**Town and Postal Code** BRANTFORD ON N3S 7W1  
**Phone Number** 519-759-8600 EXT 22  
**Cell Number** 226-922-9093  
**Email** clbrooks@habitatbrant.org

**Name of Engineer** PAULSAN CONSTRUCTION INC.  
**Address** 16-20 ROY BLVD  
**Town and Postal Code** BRANTFORD ON N3R 7K2  
**Phone Number** 519-304-7555 EXT 201  
**Cell Number** 519-755-5649  
**Email** pmccraig@paulsan.com

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

- ☒ Applicant  
☒ Agent  
☐ Owner

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

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**B. Location, Legal Description and Property Information**

1. Property Assessment Roll Number: 3310 - 40302502310

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

PT LT3 CON14 WINDHAM PT 11,12,13, & 27 37R4154  
NORFOLK COUNTY; PIN 50188-0210 (R)

Municipal Civic Address (911 Number): 29 Park Road

Present Official Plan Designation(s): Industrial Business Park

Present Zoning: MG3 (General Industrial) 14.621

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

14.621 - In addition to the uses permitted in the MG zone,  
a bingo hall, and a place of assembly and special  
event sales, including an auction centre shall also be permitted.

3. The date the subject lands was acquired by the current owner: 05/02/2003

4. Present use of the subject lands:

Hall, currently vacant

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:

12,000 sq ft hall - currently vacant  
building includes a commercial kitchen - to be removed.

6. If known, the date existing buildings or structures were constructed on the subject lands: 05/02/2003

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.

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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:

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

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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:

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

~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~  
~~\_\_\_\_\_~~

12. Existing use of abutting properties:

insurance - North  
trail & residential - South  
fitness / vacant land - west  
garden supply outlet - east

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:

on a site specific basis, permit the ReStore business  
resale of used <sup>household</sup> goods, lumber yard & building supply  
establishment.

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

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Width: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Present Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

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:

- Restore - unique business does not clearly fit in the MG zone

- See attachment re other possible locations

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):

2

**8. Site Information****Existing****Proposed**Please indicate unit of measurement i.e. m, m<sup>2</sup> or % etc.

Lot frontage

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

**9. Building Size**

Number of storeys

Building height

Total ground floor area

Total gross floor area

Total useable floor area

**10. 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

*150+ parking provided.*

### 11. Multiple Family Residential

Number of buildings existing: \_\_\_\_\_

Number of buildings proposed: \_\_\_\_\_

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

If yes, describe: \_\_\_\_\_

Type	Number of Units	Floor Area per Unit in m <sup>2</sup>
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: 1

Number of buildings proposed: \_\_\_\_\_

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

If yes, describe:

CONVERT FROM BINGO HALL WITH KITCHEN FACILITIES TO  
A HOME FURNISHINGS STORE & OFFICES

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

OFFICE - 2,100 sq.ft

RETAIL - 6,160 sq.ft.

WAREHOUSE - 3,740 sq.ft.

Seating Capacity (for assembly halls, etc.): \_\_\_\_\_

Total number of fixed seats: \_\_\_\_\_

Describe the type of business(es) proposed: \_\_\_\_\_

Total number of staff proposed initially: \_\_\_\_\_ **2 (paid)**

Total number of staff proposed in five years: \_\_\_\_\_ **5**

Maximum number of staff on the largest shift: \_\_\_\_\_ **2**

Is open storage required: ☐ Yes ☒ No **(Volunteers - 70/90)**

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.):

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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:

[illegible]

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:

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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:

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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

→ follow up w/ Public Works Division

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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 \_\_\_\_\_

## 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? 1

6. Existing or proposed access to subject lands:

- ☒ Municipal road
- ☐ Provincial highway
- ☐ Unopened road
- ☐ Other (describe below)

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7. Name of road/street:

PARK 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?

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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.

SEE ATTACHMENT

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## **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.

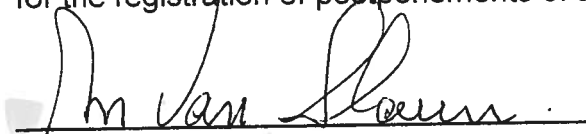
**All final plans must include the owner's signature as well as the engineer's signature and seal.**

### **I. Development Agreements**

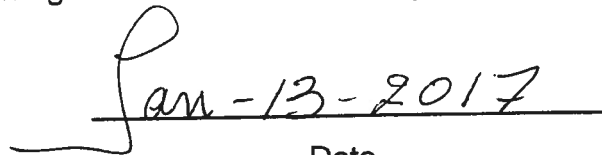
A development agreement may be required prior to approval for site plan, subdivision and condominium applications. Should this be necessary for your development, you will be contacted by the agreement administrator with further details of the requirements including but not limited to insurance coverage,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



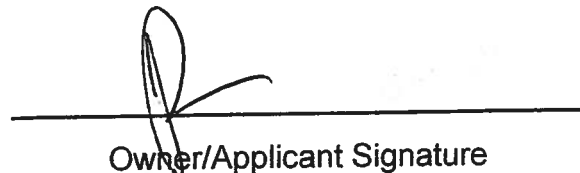
Owner/Applicant Signature



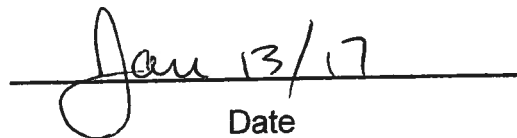
Date

### **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.



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.

\_\_\_\_\_  
Owner/Applicant Signature

Jan 13/17  
\_\_\_\_\_  
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.

\_\_\_\_\_  
Owner/Applicant Signature

Jan 13/17  
\_\_\_\_\_  
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 \_\_\_\_\_ am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

I/We authorize \_\_\_\_\_ 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

\_\_\_\_\_  
Date

\_\_\_\_\_  
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 site plan approval is required before a building permit can be issued.

Mr. Jan Slamm

Applicant Signature

Jan 13 - 2017

Date

[Signature]

Agent Signature

Jan 13/17

Date

## P. Declaration

I, SCOTT ADAMS of HABITAT FOR HUMANITY BRANT

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:

Norfolk County

[Signature]

Owner/Applicant Signature

In Simcoe

This 19 day of January

A.D., 2017

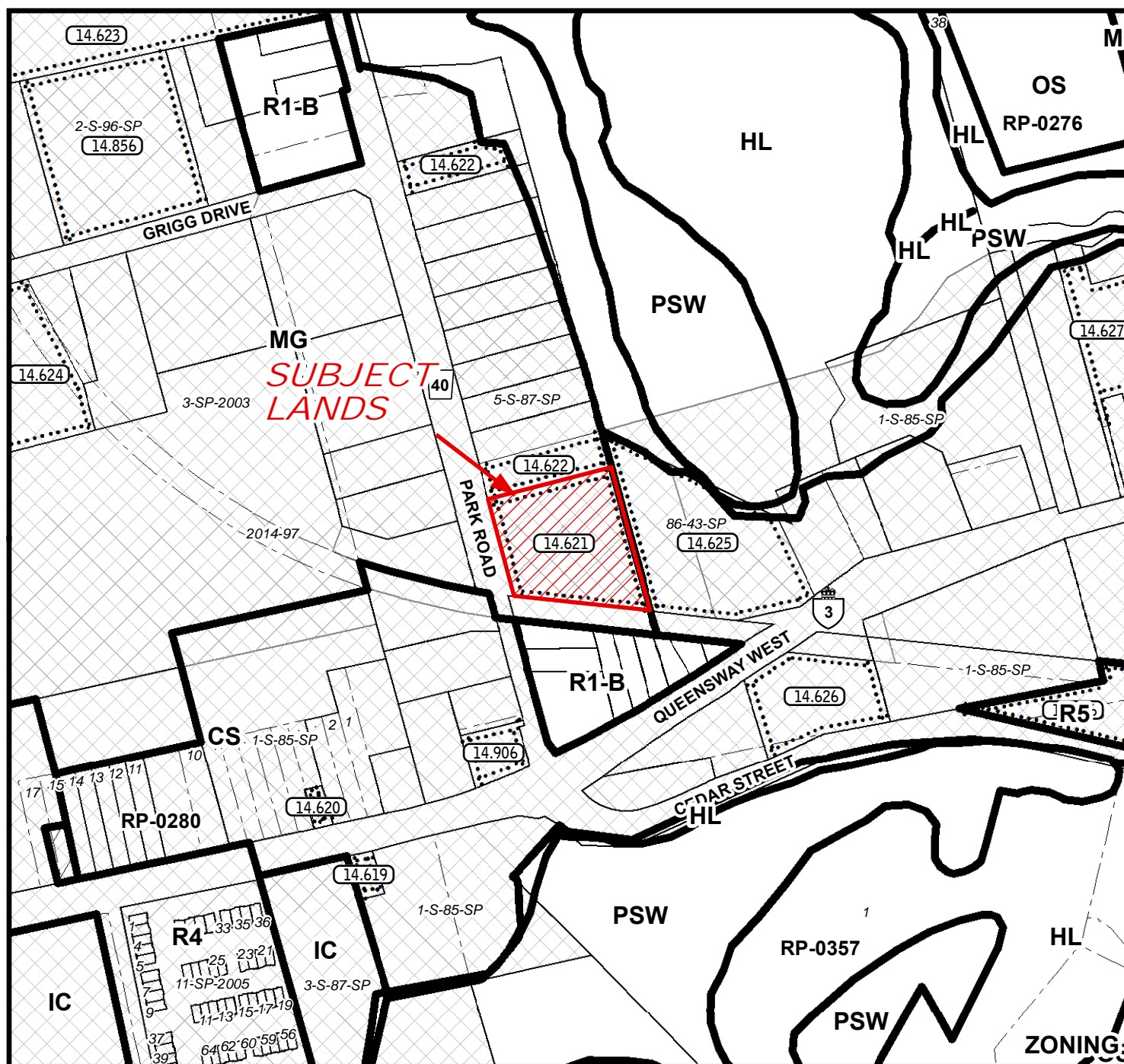
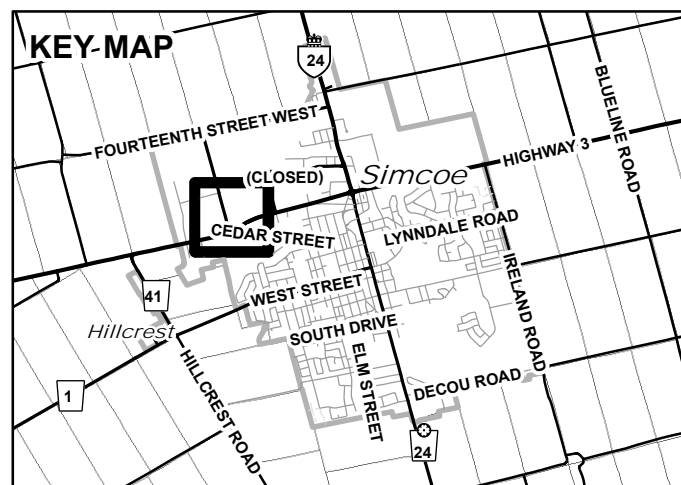
Kayla Reel

A Commissioner, etc.

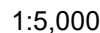
Kayla Eva Johanna Reel, a  
Commissioner, etc., Province of Ontario.  
for the Corporation of Norfolk County.  
Expires September 11, 2019.



A scale bar labeled 'Meters' with markings at 40, 20, 0, 40, 80, 120, and 160.



# Geographic Township of WINDHAM

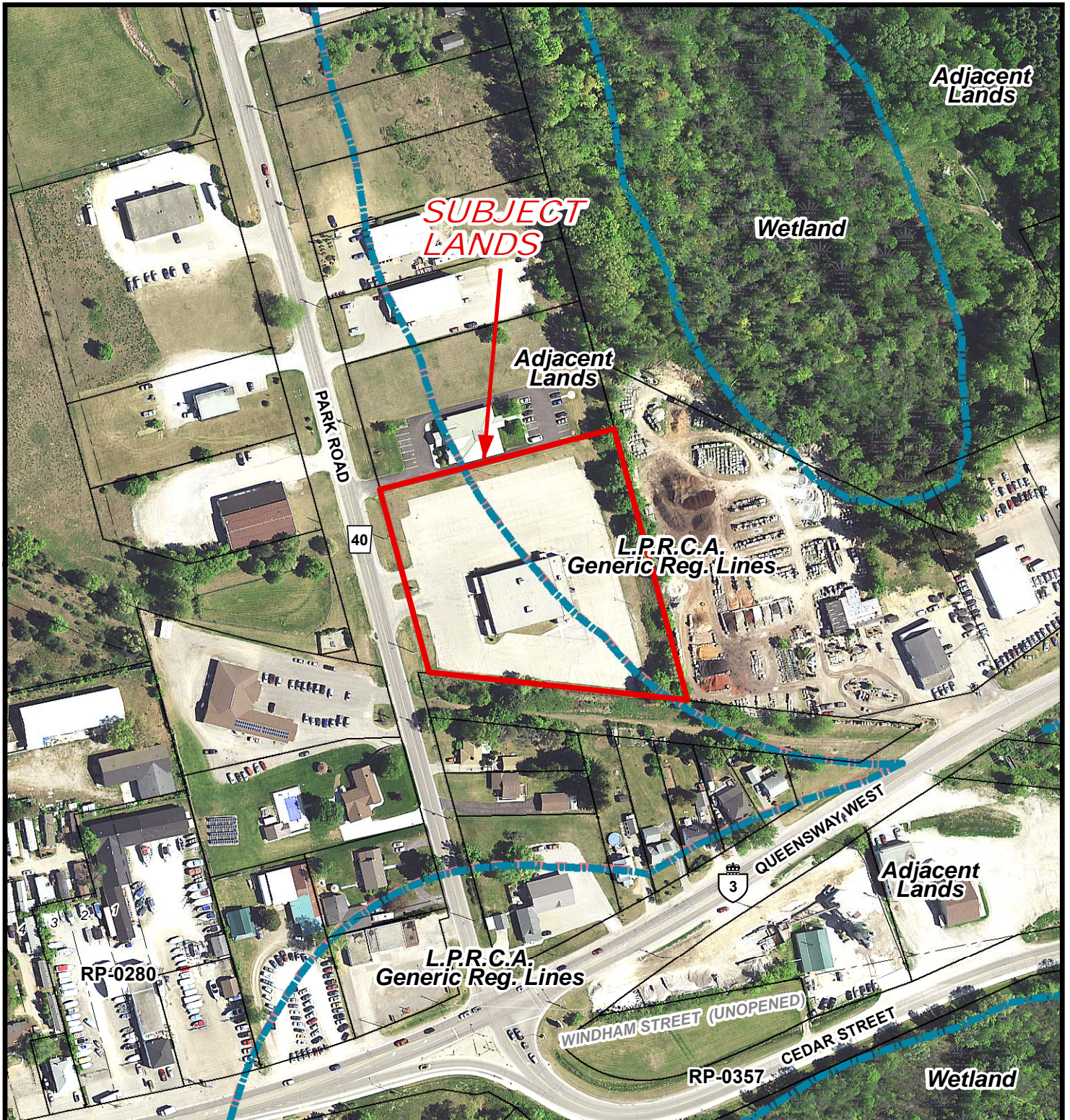
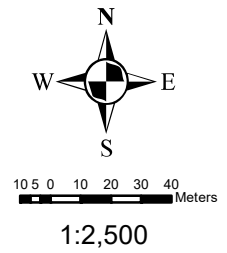




# MAP 3

File Number: ZNPL2017014

Geographic Township of WINDHAM





# MAP 4

File Number: ZNPL2017014

Geographic Township of WINDHAM

