

**For Office Use Only:**

File Number 2NPL2017276  
Related File Number \_\_\_\_\_  
Pre-consultation Meeting \_\_\_\_\_  
Application Submitted Nov 17 2017  
Complete Application Nov 20 2017  
Public Notice Sign \_\_\_\_\_

SPRT Meeting \_\_\_\_\_  
Application Fee 2230.00  
Conservation Authority Fee -  
OSSD Form Provided yes  
Planner MAT

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

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

Property Assessment Roll Number: 49304028700<sup>400.</sup>

**A. Applicant Information**

Name of Owner John Henry Smith Land 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 P.O. Box 266

Town and Postal Code Simcoe, ON N3Y 4L1

Phone Number 519-427-3333

Cell Number \_\_\_\_\_

Email \_\_\_\_\_





<b>Name of Agent</b>	Civic Planning Solutions Inc. (David Roe)
<b>Address</b>	599 Larch Street
<b>Town and Postal Code</b>	Delhi, ON N4B 3A7
<b>Phone Number</b>	519-427-3333
<b>Cell Number</b>	
<b>Email</b>	dfrfez@bellnet.ca

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

☐ Owner ☒ Agent

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

None

## 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 12, Block 4, Plan 34-B Charlotteville, (Walsh)

Municipal Civic Address: St.John's Road , Walsh

Present Official Plan Designation(s): Hamlet

Present Zoning: MR - Rural Industrial

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

☒ Yes ☐ No If yes, please specify:

14.242 Permits trucking terminal and related office, existing dwellings permitted

3. The date the subject lands was acquired by the current owner: 1940

4. Present use of the subject lands:

former trucking terminal now 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:

1 metal sided and 1 brick building used for industrial purposes and 1 small shed (to be moved south)

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:

Nothing proposed at this time

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

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 and Commercial/Industrial uses



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:

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### 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:

Rezone lands MR - Rural Industrial and permit a "truck terminal" as an additional use. Remove special provision 14.242 as it no longer appropriate for the future uses intended.

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

The existing zoning with special provision 14.242 recognized former use by a large trucking company. The proposed use may include a range of industrial uses included in the Rural Industrial zone. A portion has been leased to a local trucking company as a "truck terminal", therefore a "truck terminal" should be permitted.

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: \_\_\_\_\_

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

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

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

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

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

Proposed final lot size (if boundary adjustment): \_\_\_\_\_

Description of land intended to be retained in metric units:

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

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

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

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

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

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

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

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

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****Existing****Proposed**

Please indicate unit of measurement, i.e. m, m<sup>2</sup> or %, etc.

Lot frontage	44.98m	
Lot depth	44.98m	
Lot width	44.98m	
Lot area	2017m <sup>2</sup>	
Lot coverage	5.6%	
Front yard	6.59m	
Rear yard	22.68m	
Left Interior side yard	26.09m	
Right Interior side yard	1062m	
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	1	
Building height	7m	
Total ground floor area	107m <sup>2</sup>	
Total gross floor area	107m <sup>2</sup>	
Total useable floor area	107m <sup>2</sup>	

**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. Multiple Family Residential (if applicable)**

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



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

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

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

### Type

### Number of Units

### Floor Area per Unit in m<sup>2</sup>

Bachelor	_____	_____
One bedroom	_____	_____
Two bedroom	_____	_____
Three bedroom	_____	_____
Townhouse	_____	_____

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

### 13. Commercial/Industrial Uses (if applicable)

Number of buildings existing: 1

Number of buildings proposed: none at this time

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.):

Brick building 1 storey, 107m<sup>2</sup>, Height 7m  
Small shed (to be moved south)

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

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

Describe the type of business(es) proposed: former trucking business



Total number of staff proposed initially: \_\_\_\_\_

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

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

Is open storage required: ☐ Yes ☐ No

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

☐ Yes ☐ No If yes please describe:

**14. Institutional (if applicable)**

Describe the type of use proposed: \_\_\_\_\_

Seating capacity (if applicable): \_\_\_\_\_

Number of beds (if applicable): \_\_\_\_\_

Total number of staff proposed initially: \_\_\_\_\_

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

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

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

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



#### **D. Previous Use of the Property**

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? ☐ Yes ☒ No ☐ Unknown  
If yes, specify the uses (example: gas station, petroleum storage, etc.):  
Used as an office for a trucking company
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:  
a Phase II Environmental Site Assessment prepared by Englobe May 29, 2017
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. 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:

No new development proposed

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:

Not within a source water protection area

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



4. Are any of the following uses or features on the subject lands or within 500 metres of the subject lands, unless otherwise specified? Please check boxes, if applicable.

**Livestock facility or stockyard** (submit MDS Calculation with application)

☐ On the subject lands or ☐ within 500 meters – distance \_\_\_\_\_

**Wooded area**

☐ On the subject lands or ☒ within 500 meters – distance 300m West

**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 300m West

**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? None

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6. Existing or proposed access to subject lands:

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

Name of road/street:

Elizabeth Street

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**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.



## **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

Standard condominium exemptions will require the following supporting materials:

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

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

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

#### **I. Development Agreements**

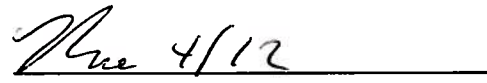
A development agreement may be required prior to approval for site plan, subdivision and condominium applications. Should this be necessary for your development, you will be contacted by the agreement administrator with further details of the requirements including but not limited to insurance coverage,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

#### **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.



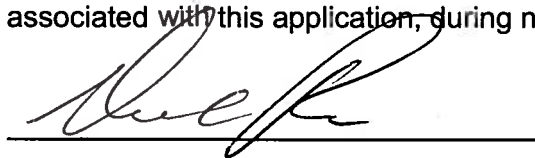
Owner/Applicant Signature



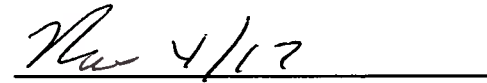
Date

#### **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

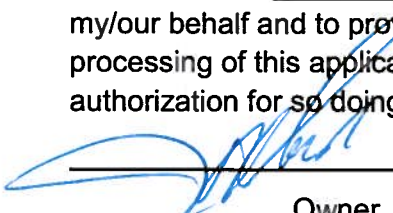
  
\_\_\_\_\_  
Date

#### 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 must complete the authorization set out below.

I/We John Henry Smith Land Inc. am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

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

  
\_\_\_\_\_  
Owner

  
\_\_\_\_\_  
Date

I have power to bind the corporation.

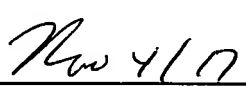
\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

#### N. 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.

\_\_\_\_\_  
Applicant Signature  
  
\_\_\_\_\_  
Agent Signature

\_\_\_\_\_  
Date  
  
\_\_\_\_\_  
Date



**O. Declaration**

I, David Roe of Norfolk County

solemnly declare that:

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

Declared before me at:

Langton

In Norfolk County

This 15 day of November

A.D., 2017

Matthew Vincent Vaughan

A Commissioner, etc.

Matthew Vincent Vaughan  
Owner/Applicant Signature

MATHEW VINCENT VAUGHAN, a  
Commissioner, etc., Province of Ontario,  
for the Corporation of Norfolk County.  
Expires September 21, 2018.



Walls & Saper Associates

**SKETCH FOR SEVERANCE APPLICATION OF LOTS 1, 2, 3, 4, 5 & 12, BLOCK 4 REGISTERED PLAN 34-B IN THE FORMER GEOGRAPHIC TOWNSHIP OF CHARLOTTEVILLE NOW IN NORFOLK COUNTY**

SCALE: 1 : 750  
JEWITT AND DIXON LTD.  
FEBRUARY 12, 2017

#204  
ELIZABETH

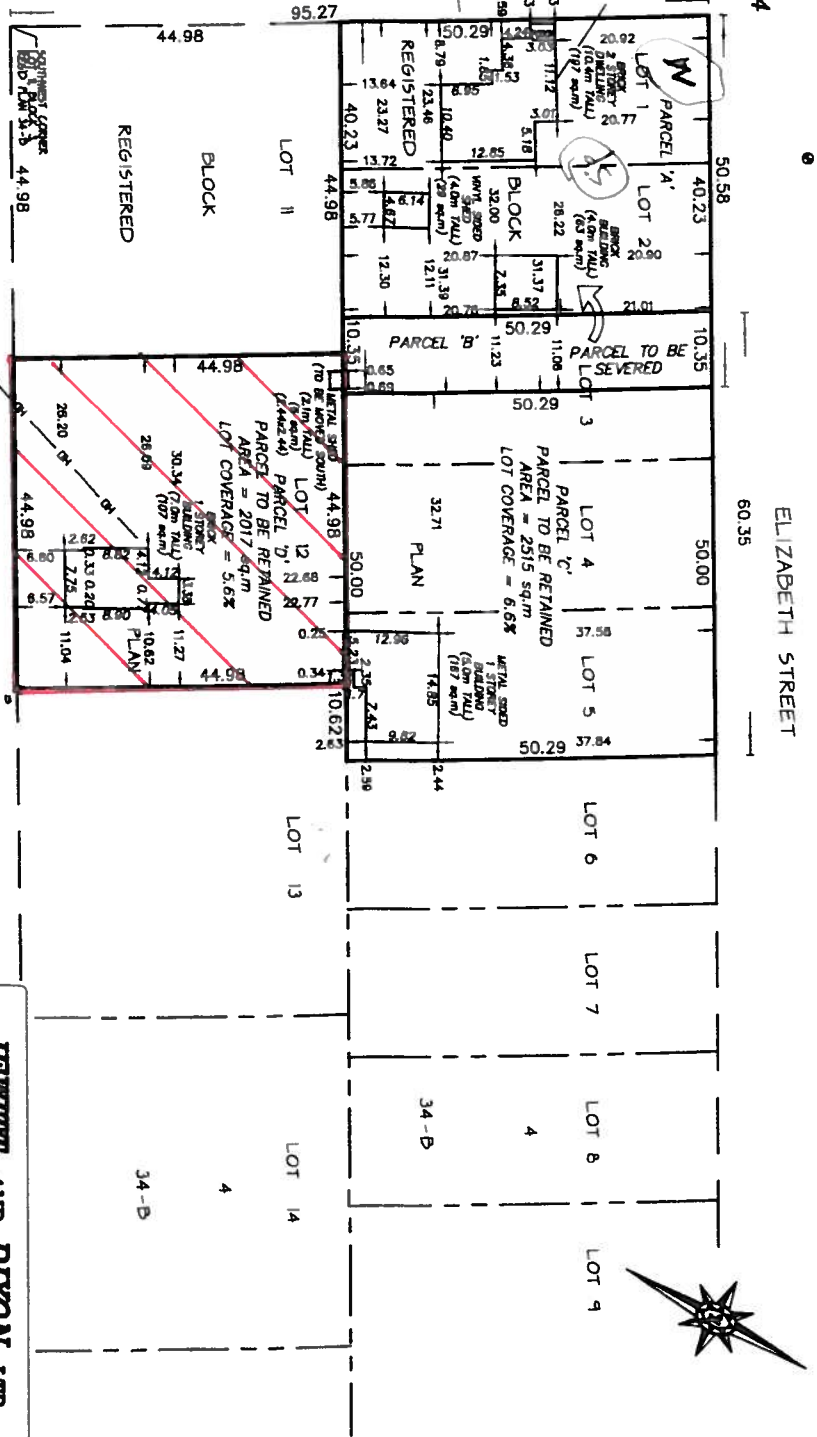
PARCEL 'A'  
AREA = 2023 sqm  
LOT COVERAGE = 14.3%

PARCEL 'B'  
AREA = 520 sqm  
LOT COVERAGE = 0%

PARCEL 'A' + PARCEL 'B'  
AREA = 2543 sqm  
LOT COVERAGE = 11.4%

ROAD ALLOWANCE BETWEEN LOTS 12 AND 13 (TURKEY POINT ROAD)

ROAD ALLOWANCE BETWEEN CONCESSIONS 5 AND 6 (ST. JOHN'S ROAD)



**NOTE:**  
THIS PLAN IS IN METRIC AND CAN BE CONVERTED TO IMPERIAL BY MULTIPLYING BY 3.2808

**CAUTION:**  
THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED FOR PURPOSES OTHER THAN THE PURPOSE INDICATED IN THE TITLE BLOCK.

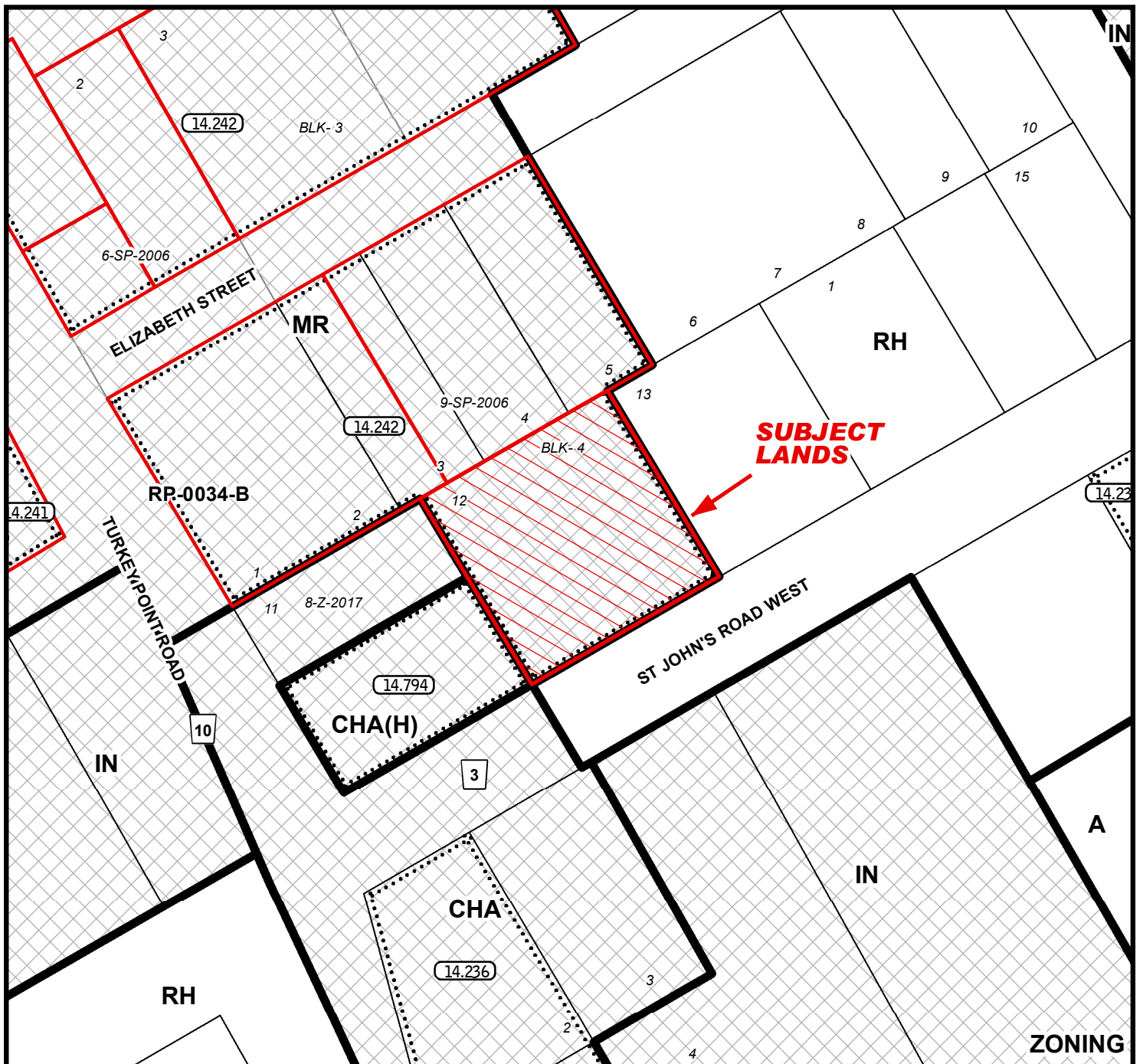
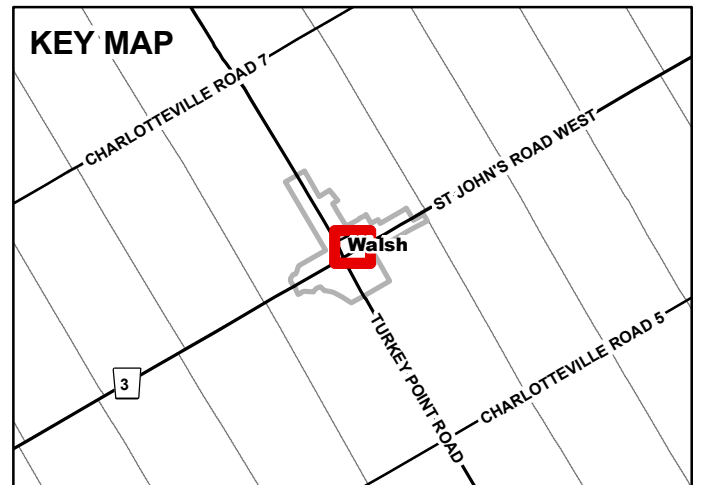
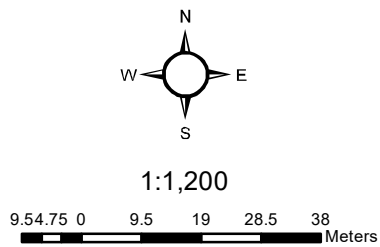
**JEWITT AND DIXON LTD.**  
ONTARIO LAND SURVEYORS  
R.R.1, SIMCOE, ONTARIO, N3Y 4J9  
(61 PARK ROAD)  
PHONE (519) 426-0842 FAX (519) 426-1034  
E-mail: [surveyors@mtelecom.net](mailto:surveyors@mtelecom.net)



# MAP 1

## File Number: ZNPL2017276

Geographic Township of  
**CHARLOTTEVILLE**

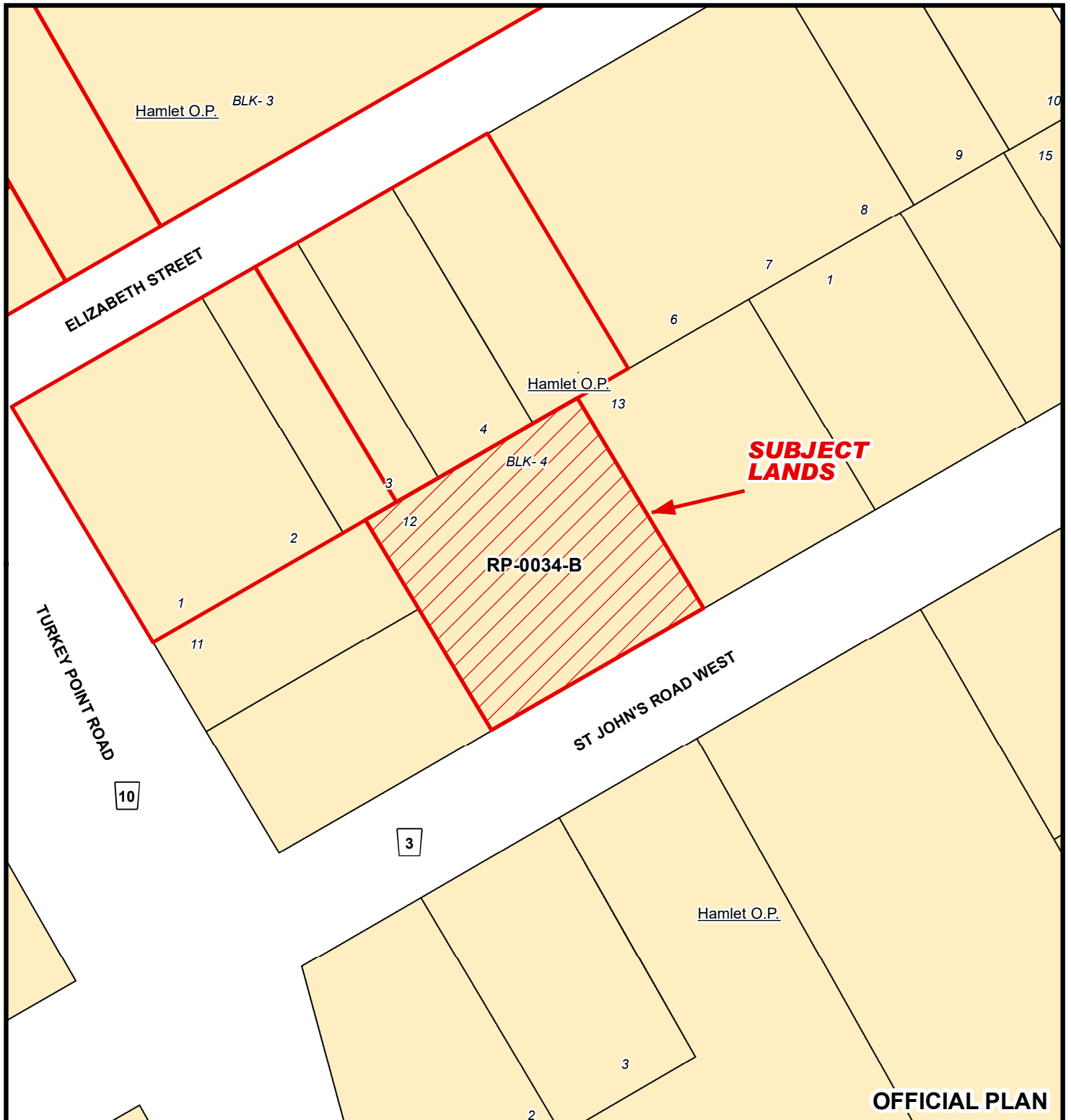
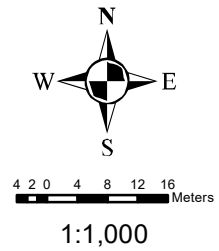




# MAP 2

File Number: ZNPL2017276

Geographic Township of CHARLOTTEVILLE

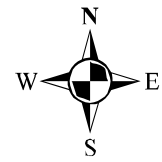




# MAP 3

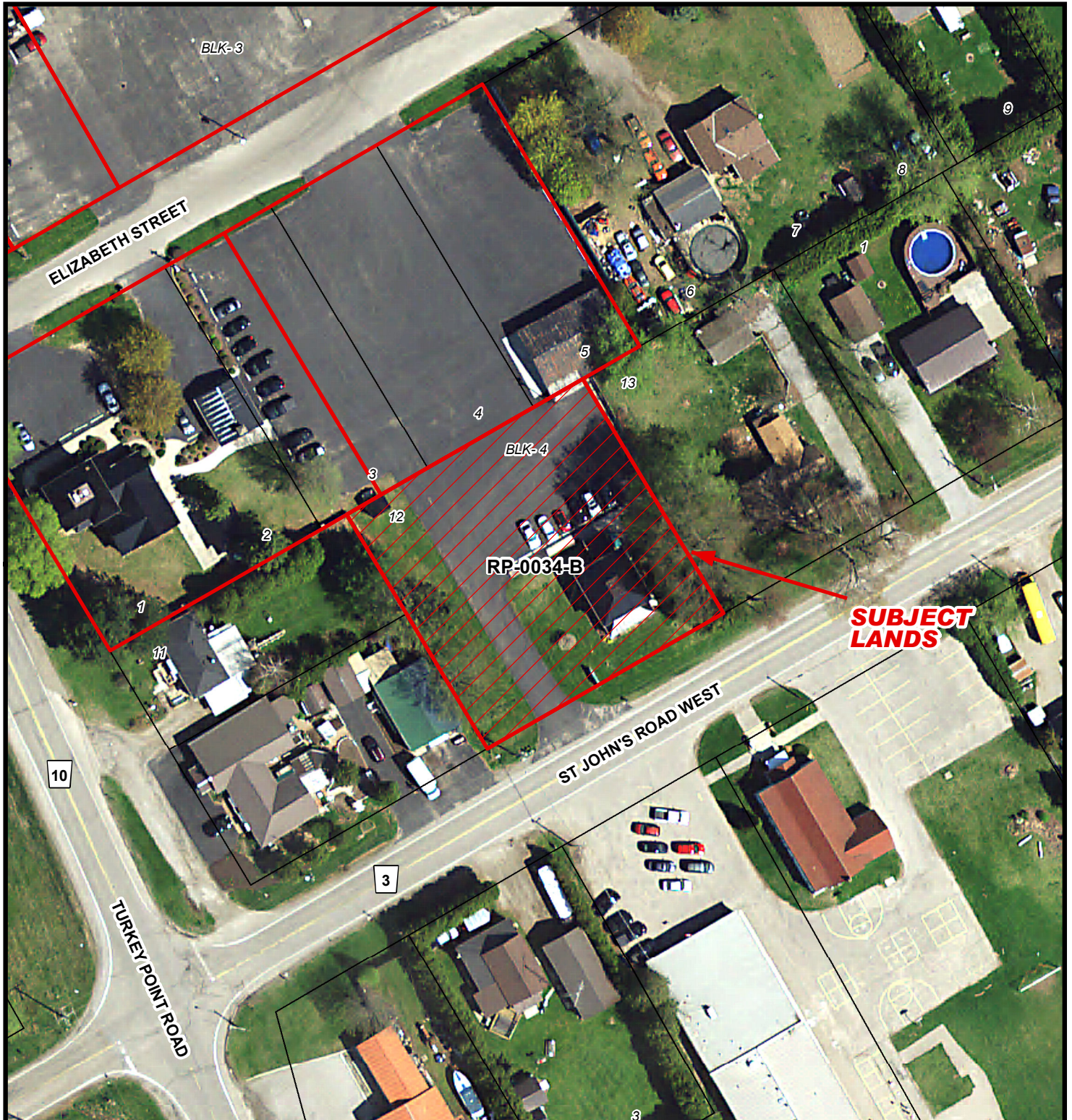
File Number: ZNPL2017276

Geographic Township of CHARLOTTEVILLE



3.5 7.5 10.5 14 Meters

1:900





# MAP 4

File Number: ZNPL2017276

Geographic Township of CHARLOTTEVILLE



2.5 2.5 5 7.5 10 Meters

1:700

