

**For Office Use Only:**

File Number	<u>ZNPL2019181</u>	Public Notice Sign	<u>Yes</u>
Related File Number	<u>—</u>	Application Fee	<u>\$ 2676</u>
Pre-consultation Meeting	<u>April 17/2019</u>	Conservation Authority Fee	<u>—</u>
Application Submitted	<u>15 May 2019</u>	Well & Septic Info Provided	<u>Shown on map</u>
Complete Application	<u>May 16/2019</u>	Planner	<u>Steve</u>

**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
- ☐ Consent/Severance
- ☐ Minor Variance
- ☐ Easement/Right-of-Way
- ☐ Extension of a Temporary Use By-law
- ☐ Part Lot Control
- ☐ Cash-in-Lieu of Parking
- ☐ Renewable Energy Project or Radio Communication Tower

Please explain the desired end result of this application (for example: a special zoning provision on the subject lands, changing the zone and/or official plan designation of the subject lands, creating a certain number of lots, or similar)

Adding a Garden suite for family to live in

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Property Assessment Roll Number:** 336-050-26600

### A. Applicant Information

Name of Owner

Brent and Michelle Halstead

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

745 Thompson Rd E, R5

Town and Postal Code

Waterford, NOE1Y0

Phone Number

519-802-5018

Cell Number

11

Email

mxmom147@gmail.com

Name of Applicant

Linda Gennings

Address

Unit 509, 793 Colborne St E

Town and Postal Code

Burlington, ON N3S 7J3

Phone Number

Cell Number

226 387 0977

Email

dollygennings@gmail.com

Name of Agent

Address

Town and Postal Code

Phone Number

Cell Number

Email

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

☒ Owner

☐ Agent

☐ Applicant

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

RBC 55 Norfolk St S, Simcoe, ON

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

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

Parts of Lot 10 and 11, Concession 8, City of Nanicoke,  
Municipality Humboldt-Norfolk, Norfolk County.

Municipal Civic Address: 745 Thompson Rd E, R5

☒ Present Official Plan Designation(s): Agriculture.

Present Zoning: Agricultural

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

☐ Yes ☒ No If yes, please specify:

3. Present use of the subject lands:

Private dwelling + farming

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

Main home (new) Old home to be demolished, Garage (retained)

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 New Granny/Garden suite 1 bathroom, 1 bedroom, 1 kitchen  
Living space for my mom to live in

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:

1 bedroom bungalow mobile home 2240 coded  
approx 14 x 40 (560 sq ft)



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:

We have been her 18 years - Family farm previous owners

9. Existing use of abutting properties:

Residences / Farms

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:

My elderly mom (70yo) is starting to have failing health due to Fibromyalgia & Rheumatoid Arthritis. She has difficulty lifting (groceries) & reduced energy. We want her live out the rest of her life in a granny suite.

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

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):

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

Frontage: 

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Depth: 

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Width: 

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Lot Area: 

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Present Use: 

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Proposed Use: 

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Proposed final lot size (if boundary adjustment): 

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If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: 

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Description of land intended to be retained in metric units:

Frontage: 

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Depth: 

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Width: 

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Lot Area: 

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Present Use: 

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Proposed Use: 

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Buildings on retained land: 

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

Frontage: 

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Depth: 

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Width: 

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Area: 

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Proposed use: 

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

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**9. Site Information****Existing****Proposed**

Please indicate unit of measurement, for example: m, m<sup>2</sup> or %

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)	NA	_____
Landscaped open space	_____	_____
Entrance access width	_____	_____
Exit access width	_____	_____
Size of fencing or screening	NA	_____
Type of fencing	NA	_____

**10. Building Size**

Number of storeys	1	_____
Building height	_____	_____
Total ground floor area	560 sq ft	_____
Total gross floor area	SIA	_____
Total useable floor area	SIA	_____

**11. Off Street Parking and Loading Facilities**

Number of off street parking spaces	NA	_____
Number of visitor parking spaces	_____	_____
Number of accessible parking spaces	_____	_____
Number of off street loading facilities	_____	_____

12. Residential (if applicable)

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

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

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

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

Type	Number of Units	Floor Area per Unit in m2
Single Detached	_____	_____
Semi-Detached	_____	_____
Duplex	_____	_____
Triplex	_____	_____
Four-plex	_____	_____
Street Townhouse	_____	_____
Stacked Townhouse	_____	_____
Apartment - Bachelor	_____	_____
Apartment - One bedroom	_____	_____
Apartment - Two bedroom	_____	_____
Apartment - Three bedroom	_____	_____

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

13. Commercial/Industrial Uses (if applicable)

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

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

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

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

Indicate the gross floor area by the type of use (for example: office, retail, or storage):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



Seating Capacity (for assembly halls or similar): \_\_\_\_\_

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

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

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

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

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

Is open storage required: ☐ Yes ☐ No

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

☐ Yes ☐ No If yes please describe:

\_\_\_\_\_  
\_\_\_\_\_

14. Institutional (if applicable)

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

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

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

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

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

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

Indicate the gross floor area by the type of use (for example: office, retail, or storage):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### D. Previous Use of the Property

1. Has there been an industrial or commercial use on the subject lands or adjacent lands? ☐ Yes ☒ No ☐ Unknown

If yes, specify the uses (for example: gas station or petroleum storage):

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

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

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:

Just adding 1 bungalow 14x40 to existing grassy section of our proper when no animals live.

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:

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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 ☐ Communal wells  
☒ Individual wells ☐ Other (describe below)

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### Sewage Treatment

- ☐ Municipal sewers ☐ Communal system  
☒ Septic tank and tile bed in good working order ☐ Other (describe below)

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### Storm Drainage

- ☐ Storm sewers ☐ Open ditches  
☐ Other (describe below)

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2. Existing or proposed access to subject lands:

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

Name of road/street: \_\_\_\_\_

## G. Other Information

1. Does the application involve a local business? ☐ Yes ☒ No  
If yes, how many people are employed on the subject lands?

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

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#### H. Supporting Material to be submitted by Applicant

• Map  
• Written justification of need (paragraph)

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

1. Concept/Layout Plan
2. All measurements in metric
3. Key map
4. Scale, legend and north arrow
5. Legal description and municipal address
6. Development name
7. Drawing title, number, original date and revision dates
8. Owner's name, address and telephone number
9. Engineer's name, address and telephone number
10. Professional engineer's stamp
11. Existing and proposed easements and right of ways
12. Zoning compliance table – required versus proposed
13. Parking space totals – required and proposed
14. All entrances to parking areas marked with directional arrows
15. Loading spaces, facilities and routes (for commercial developments)
16. All dimensions of the subject lands
17. Dimensions and setbacks of all buildings and structures
18. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
19. Gross, ground and useable floor area
20. Lot coverage
21. Floor area ratio
22. Building entrances, building type, height, grades and extent of overhangs
23. Names, dimensions and location of adjacent streets including daylighting triangles
24. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
25. All exterior stairways and ramps with dimensions and setbacks
26. Retaining walls including materials proposed
27. Fire access and routes
28. Location, dimensions and number of parking spaces (including visitor and accessible) and drive aisles
29. Location of mechanical room, and other building services (e.g. A/C, HRV)
30. Refuse disposal and storage areas including any related screening (if indoors, need notation on site plan)
31. Winter snow storage location

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

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

- ☐ Zoning Deficiency Form
- ☐ On-Site Sewage Disposal System Evaluation Form (to verify location and condition)
- ☐ Architectural Plan
- ☐ Buildings Elevation Plan
- ☐ Cut and Fill Plan
- ☐ Erosion and Sediment Control Plan
- ☐ Grading and Drainage Control Plan (around perimeter and within site) (existing and proposed)
- ☐ Landscape Plan
- ☐ Photometric (Lighting) Plan
- ☐ Plan and Profile Drawings
- ☐ Site Servicing Plan
- ☐ Storm water Management Plan
- ☐ Street Sign and Traffic Plan
- ☐ Street Tree Planting Plan
- ☐ Tree Preservation Plan
- ☐ Archaeological Assessment
- ☐ Environmental Impact Study



- ☐ Functional Servicing Report
- ☐ Geotechnical Study / Hydrogeological Review
- ☐ Minimum Distance Separation Schedule
- ☐ Noise or Vibration Study
- ☐ Record of Site Condition
- ☐ Storm water Management Report
- ☐ Traffic Impact Study – please contact the Planner to verify the scope required

Site Plan applications will require the following supporting materials:

1. Two (2) complete sets of the site plan drawings folded to 8½ x 11 and an electronic version in PDF format
2. Letter requesting that the Holding be removed (if applicable)
3. A cost estimate prepared by the applicant's engineer
4. An estimate for Parkland dedication by a certified land appraiser
5. Property Identification Number (PIN) printout

Standard condominium exemptions will require the following supporting materials:

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

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

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

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

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

### J. Transfers, Easements and Postponement of Interest

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

### K. Permission to Enter Subject Lands

Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

### L. Freedom of Information

For the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*, I authorize and consent to the use by or the disclosure to any person or public body any information that is collected under the authority of the *Planning Act*, R.S.O. 1990, c. P. 13 for the purposes of processing this application.

 / X

Owner/Applicant Signature

May 14/19.

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 Michelle Halstead & Brent Halstead are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Michelle & Brent Halstead 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

May 14 /19

Date

May 14/19

Date

**N. Declaration**

I, Linda Gennings of Brantford, ON  
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:

185 Robinson St.

x Linda Gennings  
Owner/Applicant Signature

In Simcoe

This 15 day of May.

A.D., 2019

Shannon Nichole Van Dalen, a  
Commissioner, etc., Province of Ontario,  
for the Corporation of Norfolk County.  
Expires November 5, 2021.

[Signature]  
A Commissioner, etc.



Farm.

Farm

New House

old home  
to be  
demolished

Septic Tanks

Raised  
Septic  
Tank

Hydro

Gas/Hydro

Parking

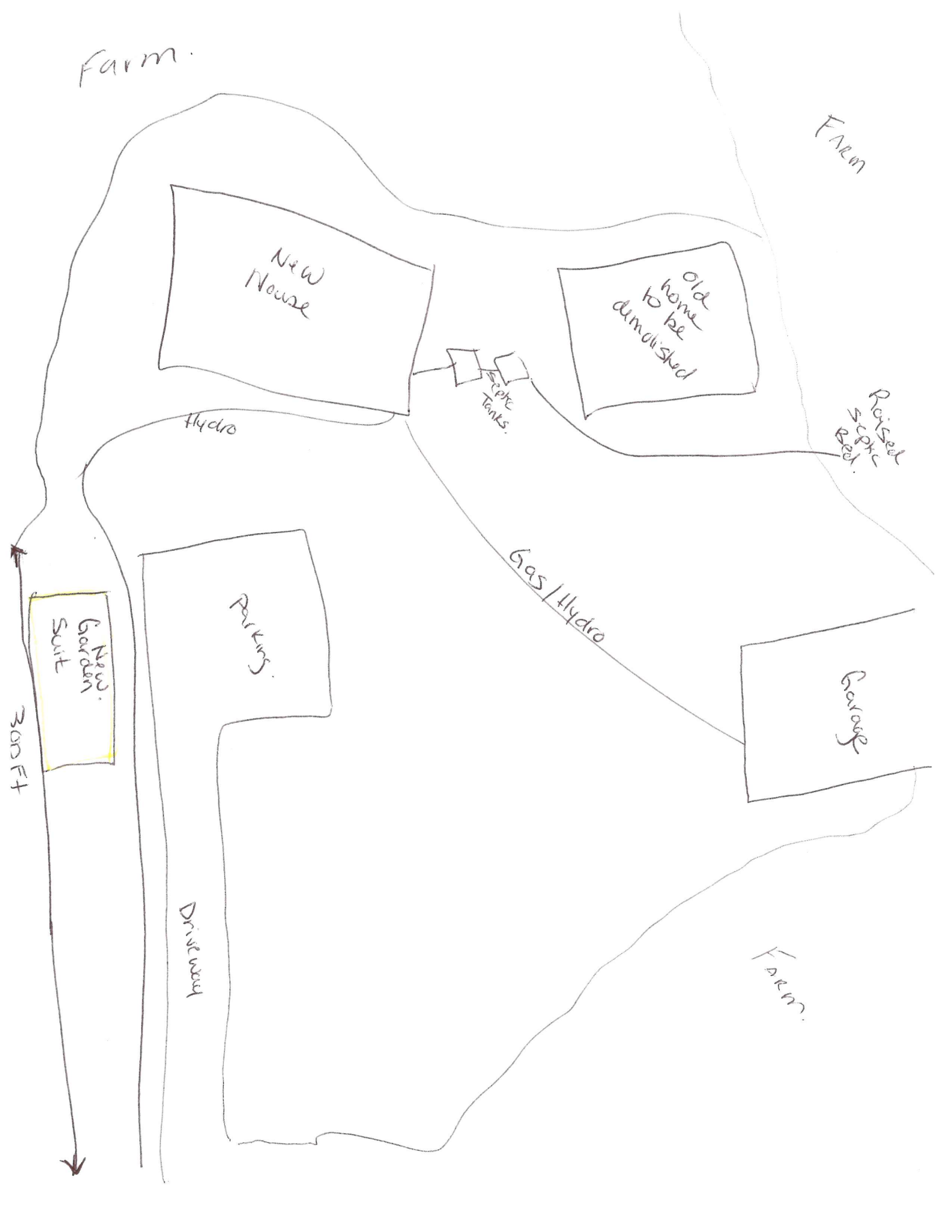
Garage

33' x 33'  
Garden  
Suite

Driveway

Farm.

300 FT



Additional Property Identifier(s) and/or Other Information

*Halstad property*

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the former City of Nanticoke, now Norfolk County and Province of Ontario, formerly in the Geographic Township of Townsend, in the Norfolk County, being composed of parts of Lots Ten and Eleven in Concession Eight, in said former Township, which said parcel is more particularly described as follows:

Premising the Southerly limit of the said Lot to be North 78 degrees 30 minutes East as shown on a plan of survey attached to Instrument No. 250928, and relating all bearings herein thereto.

COMMENCING at a point in the Westerly limit of said Lot 290 feet northerly of the south-west angle of said Lot 10;

THENCE on a course of North 15 degrees 40 minutes West a distance of 1,189 feet more or less;

THENCE on a course of North 47 degrees 00 minutes East a distance of 322 feet more or less to the northerly limit of the Michigan Central Railway;

THENCE on a course of South 73 degrees 01 minutes East along the last mentioned limit, a distance of 1,174.00 feet;

THENCE on a course of North 16 degrees 59 minutes East along the last mentioned limit, a distance of 12 feet;

THENCE on a course of South 73 degrees 01 minutes East along the last mentioned limit, a distance of 492 feet;

THENCE on a course of South 16 degrees 59 minutes West along the last mentioned limit, a distance of 12 feet;

THENCE on a course of South 73 degrees 01 minutes East along the last mentioned limit, a distance of 783 feet;

THENCE on a course of South 15 degrees 40 minutes East a distance of 143.52 feet more or less to a point in the southerly limit of the Michigan Central Railway;

THENCE on a course of North 73 degrees 07 minutes West along the last mentioned limit, a distance of 677.4 feet;

THENCE on a course of South 68 degrees 11 minutes West along the last mentioned limit, a distance of 23.2 feet;

THENCE on a course of North 73 degrees 07 minutes West along the last mentioned limit, a distance of 458.2 feet;

THENCE on a course of South 4 degrees 06 minutes East a distance of 912.35 feet to a point in the southerly limit of said Lot;

THENCE on a course of South 78 degrees 30 minutes West along the southerly limit of the said Lot, a distance of 1,050.3 feet;

THENCE Northerly parallel to the westerly limit of said Lot 10, 290 feet;

THENCE Westerly parallel to the southerly limit of said Lot 10, 150 feet to the point of commencement.

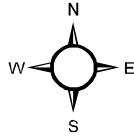
SAVING AND EXCEPTING thereout and therefrom the lands conveyed to the Canada Southern Railway described in Deeds Numbers 29022, 29023 and 111757.



# MAP 1

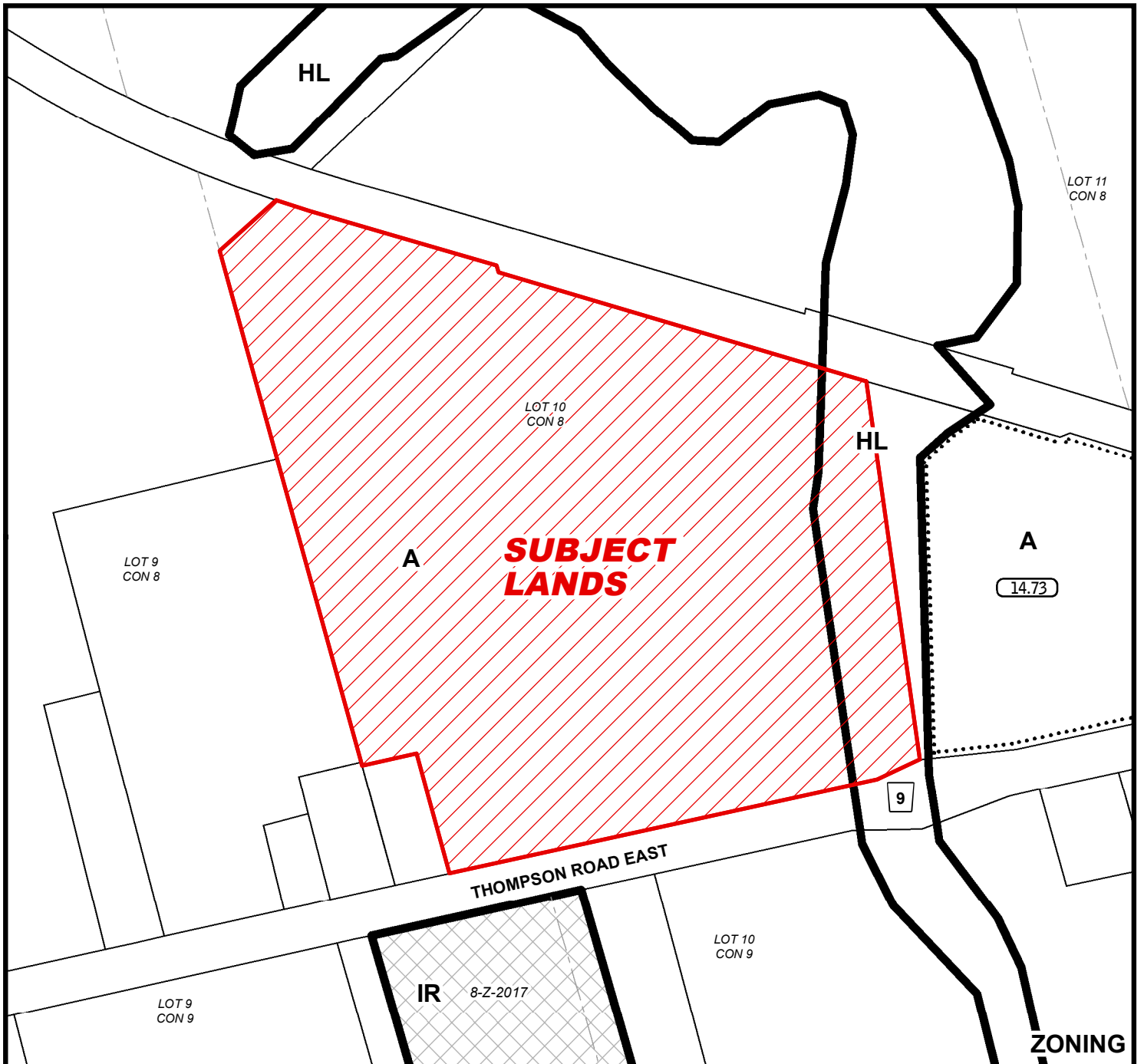
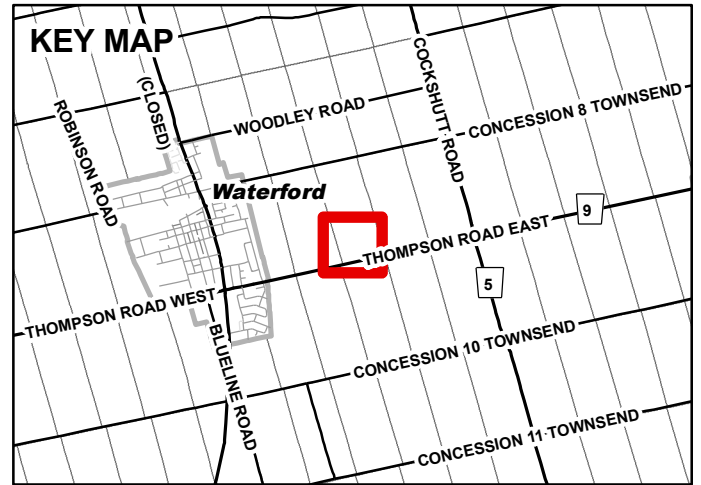
## File Number: ZNPL2019181

Geographic Township of  
**TOWNSEND**



1:4,000

30 15 0 30 60 90 120 Meters

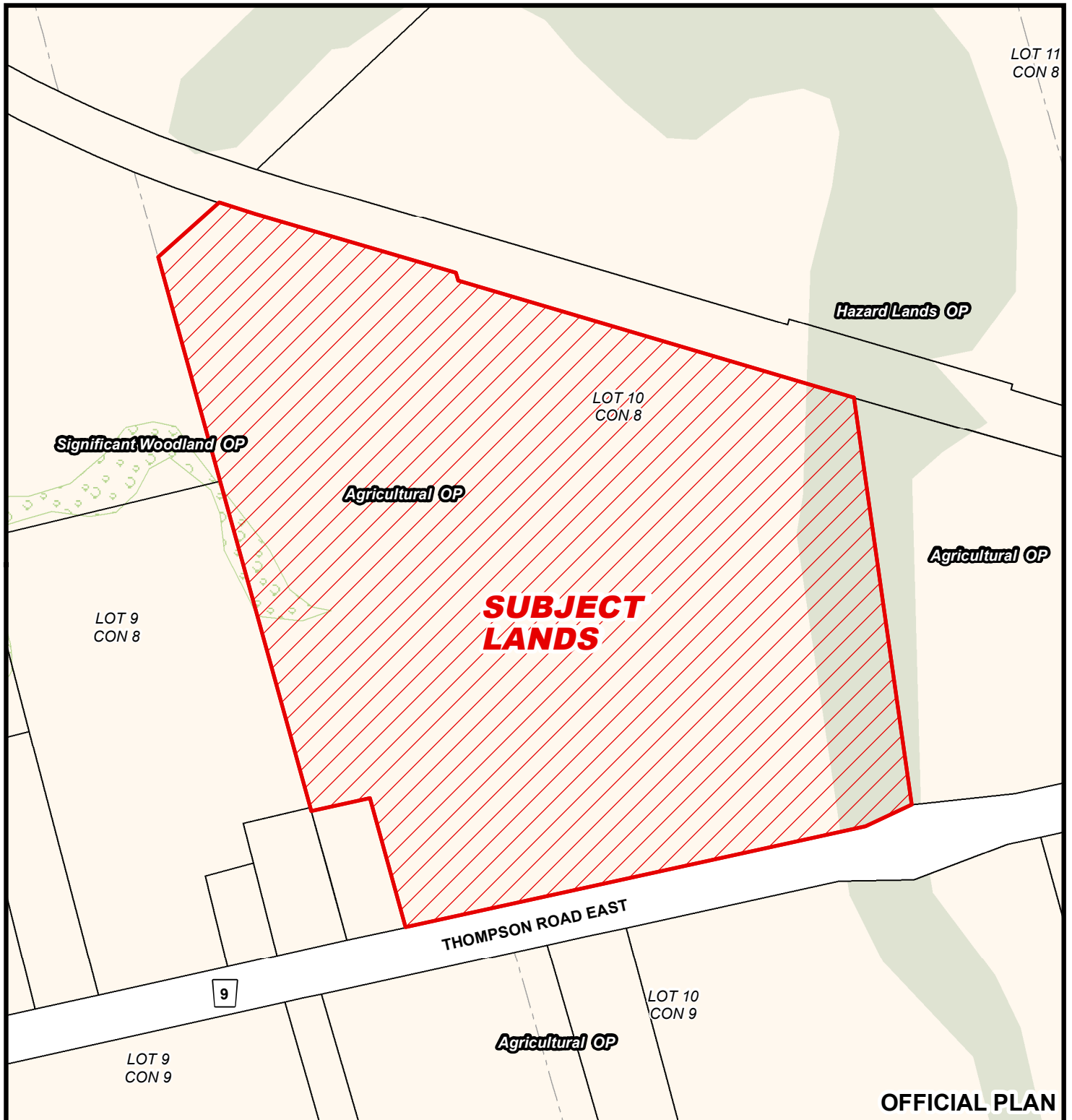
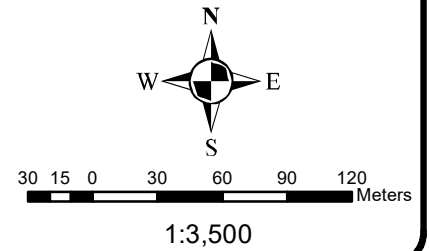




## MAP 2

File Number: ZNPL2019181

Geographic Township of TOWNSEND



OFFICIAL PLAN

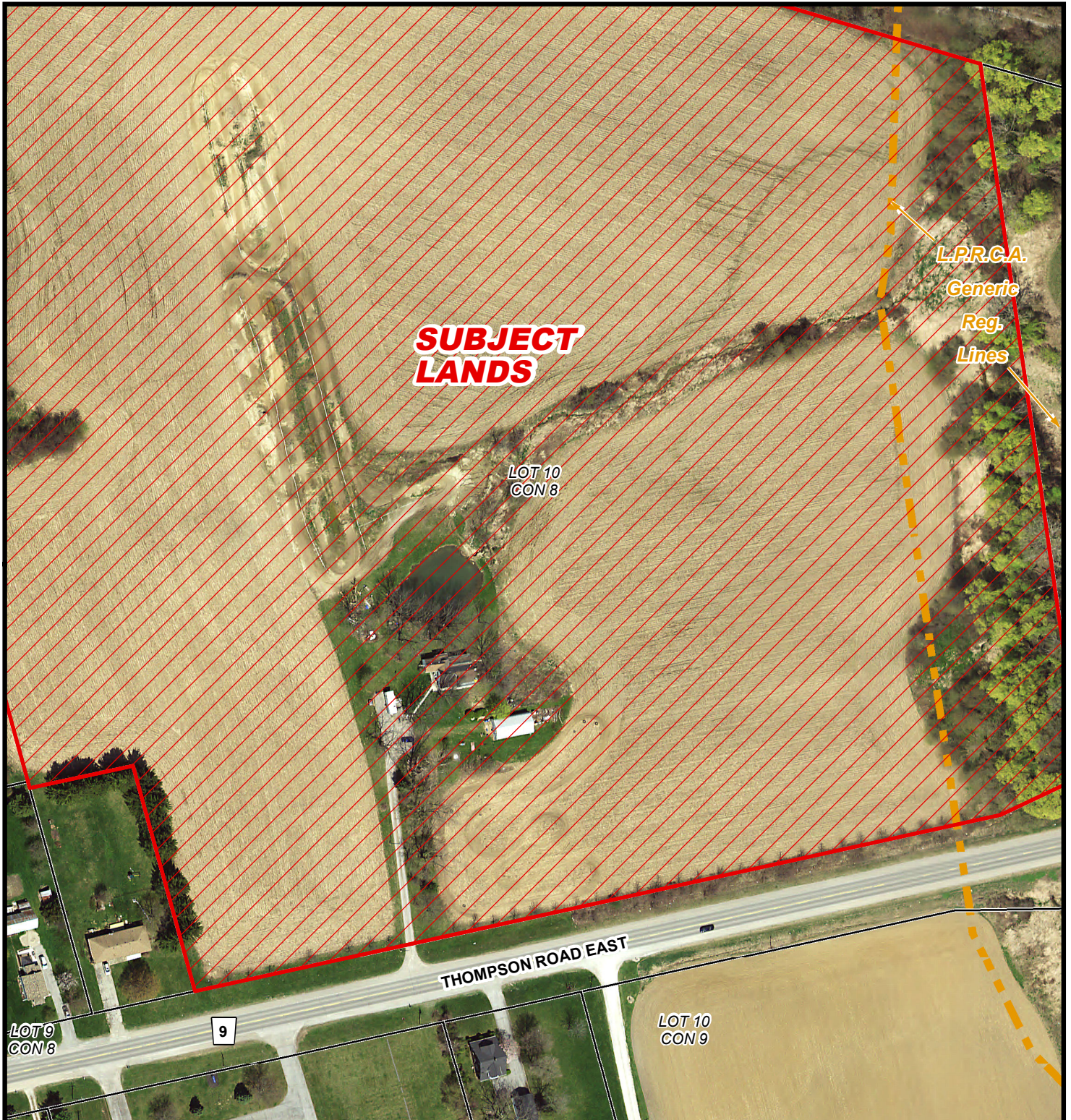
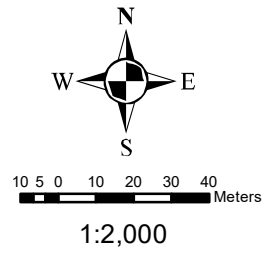
5/21/2019



# MAP 3

File Number: ZNPL2019181

Geographic Township of TOWNSEND





# MAP 4

File Number: ZNPL2019181

Geographic Township of TOWNSEND

