

For Office Use Only:

File Number

Related File Number

Pre-consultation Meeting

Application Submitted

Complete Application

OPNPL2019313
2019314
Sept 31/9
Sept 4/19

Public Notice Sign

Application Fee

Conservation Authority Fee

Well & Septic Info Provided

Planner

94310

—

—

Alison

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)

Permit residential apartment units on the main floor without commercial space within the CBD land use designation and zone.

Property Assessment Roll Number: 3350300600



A. Applicant Information

Name of Owner Great Lakes Land & Farms Corp.

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 1477

Town and Postal Code Waterford, ON N0E 1Y0

Phone Number

Cell Number 519-757-5595

Email murray@murraygibbons.com

Name of Applicant same above

Address

Town and Postal Code

Phone Number

Cell Number

Email

Name of Agent David Roe, Civic Planning Solutions Inc.

Address 599 Larch Street

Town and Postal Code Delhi, ON N4B 3A7

Phone Number 519-582-1174

Cell Number 519-983-8154

Email civicplanningsolutions@nor-del.com

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:

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):

Waterford, Registered Plan 19B, Block 24, Lot 3, 37R8547 Part 1

Municipal Civic Address: 80 Alice Street

Present Official Plan Designation(s): CBD

Present Zoning: CBD

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:

Former commercial property which is being renovated for residential apartments.

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:

See attached plans

5. If an addition to an existing building is being proposed, please explain what it will be used for (for example: bedroom, kitchen, or bathroom). If new fixtures are proposed, please describe.

n/a

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

n/a

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:

9. Existing use of abutting properties:
residential and commercial

10. Are there any existing easements or restrictive covenants affecting the subject lands?
☐ Yes ☐ No If yes, describe the easement or restrictive covenant and its effect:

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:

As part of the renovation, the owner is proposing to to construct up to 4 additional 1-bedroom apartment units on the ground/main floor of the building. The main floor will have up to a total of 9, 1-bedroom apartments. The 2nd floor will have 11 1-bedroom units.

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

There is no market for additional commercial space in the CBD of Waterford. this parcel is located on the outer edge of the core area.

3. Does the requested amendment alter all or any part of the boundary of an area of settlement in the municipality or implement a new area of settlement in the municipality? ☐ Yes ☒ No If yes, describe its effect:

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

5. Does the requested amendment alter, replace, or delete a policy of the Official Plan?
☐ Yes ☒ No If yes, identify the policy, and also include a proposed text of the policy amendment (if additional space is required, please attach a separate sheet):

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

Frontage: n/a

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Proposed final lot size (if boundary adjustment): _____

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

Description of land intended to be retained in metric units:

Frontage: n/a

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Buildings on retained land: _____

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

Frontage: _____

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):

unknown

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

Please indicate unit of measurement, for example: m, m² or %

Lot frontage	25.3m	
Lot depth	45.6m	
Lot width	25.8m	
Lot area	1073.6m ²	
Lot coverage	74%	
Front yard	0.0m	
Rear yard	3.8m	
Left Interior side yard	0.0m	
Right Interior side yard		
Exterior side yard (corner lot)	0.0m	
Landscaped open space	92.03m ²	
Entrance access width	no entrance	
Exit access width		
Size of fencing or screening	n/a	
Type of fencing		

10. Building Size

Number of storeys	2	
Building height	8.96m	
Total ground floor area	752.3m ²	
Total gross floor area	1504.6m ²	
Total useable floor area	.	

11. Off Street Parking and Loading Facilities

Number of off street parking spaces	0	
Number of visitor parking spaces	0	
Number of accessible parking spaces	0	
Number of off street loading facilities	0	

12. Residential (if applicable)

Number of buildings existing: 1

Number of buildings proposed: _____

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

If yes, describe: adding 4, 1-bedroom apartments on the main floor

Type	Number of Units	Floor Area per Unit in m ²
Single Detached	_____	_____
Semi-Detached	_____	_____
Duplex	_____	_____
Triplex	_____	_____
Four-plex	_____	_____
Street Townhouse	_____	_____
Stacked Townhouse	_____	_____
Apartment - Bachelor	_____	_____
Apartment - One bedroom	<u>20</u>	<u>as per plans</u>
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, 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):
antique market
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:
Redevelopment of existing commercial property

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:

Redevelopment of existing commercial property

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 _____ adjacent

Active railway line

☐ On the subject lands or ☐ within 500 meters – distance _____

Seasonal wetness of lands

☐ On the subject lands or ☐ within 500 meters – distance _____

Erosion

☐ On the subject lands or ☐ within 500 meters – distance _____

Abandoned gas wells

☐ On the subject lands or ☐ within 500 meters – distance _____

F. Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

- ☒ Municipal piped water
☐ Individual wells

- ☐ Communal wells
☐ Other (describe below)
-

Sewage Treatment

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

Storm Drainage

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

2. Existing or proposed access to subject lands:

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

Name of road/street:

Alice 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.

H. Supporting Material to be submitted by Applicant

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

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

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

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

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

- ☐ 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

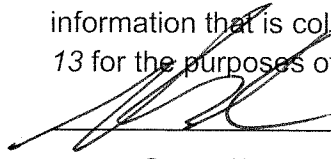
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

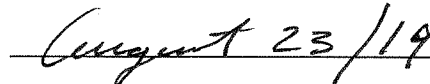
Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

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.



Owner/Applicant Signature



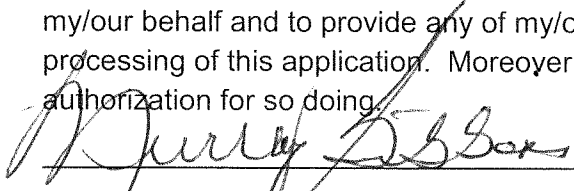
Date

M. Owner's Authorization

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

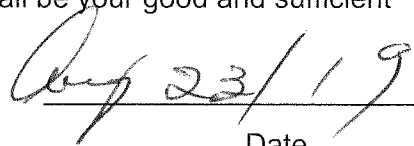
I/We Great Lakes Land & Farms Corp. am/are the registered owner(s) of the lands that is the subject of this application.

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

Owner



Date

Date

N. Declaration

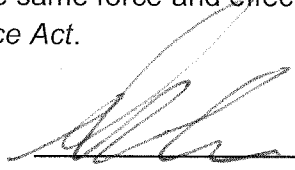
I, David Roe of Norfolk County

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:

185 Robinson St.

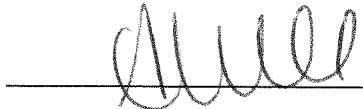


Owner/Applicant Signature

In Simcoe, ON

This 3rd day of September

A.D., 2019



A Commissioner, etc.

Alisha Kathleen Cull, a
Commissioner, etc., Province of Ontario
for the Corporation of Norfolk County
Expires April 28 2022

**Addendum to Great Lakes Land & Farms Corp.
OPA/ ZBA - 80 Alice Street, Waterford**

The applicant is Great Lakes Land & Farms Corp., owner of 80 Alice Street in Waterford. They have applied for a combined OPA/ZBA to permit four (4)) additional, 1 bedroom apartments to be located on the front portion of the main floor of the existing building. The lands are designated and zoned CBD (Central Business District) which permits commercial land uses as the predominate land use. Residential uses are permitted on the non-fronting portion of the main level and on the upper floors of a commercial building. A standalone residential use building is not permitted.

In this case, the lands, as zoned will not permit apartments on the main floor located in the front of the building. The by-law does permit apartments at the rear on the main floor. Apartments on the 2nd floor are permitted.

This building was built just prior to 1900 and was originally used to manufacture telephone equipment, it was later used as a factory to manufacture stockings and then eventually used as a flea market. The previous owner constructed apartment units on the 2nd floor, however this construction was done without approval of the County's Building Department. The building was closed and subsequently sold to the current owner. The current owner has recently obtained a building permit to construct eleven (11) 1-bedroom apartment units on the 2nd floor and five (5) 1-bedroom apartment units on the back portion of the main floor. The owner has applied to the County for an encroachment agreement to permit a new entrance with a canopy. At this time a vacant unfinished area has been left in the front portion of the main floor and is considered as vacant commercial space. The owner has attempted to find tenants for the vacant commercial space, but has not been able to find a suitable tenant.

The lands are located on the south side of Alice Street in Waterford. Alice Street is the important commercial street in the Waterford urban area. The intersection of Alice Street and Main Street would be considered the commercial core of the urban area of Waterford. The commercial area extends west along Alice Street, for three (3) blocks. The subject lands are located in the third block. Land uses along Alice Street, in this area, are a mixture of commercial and residential uses. While the 2nd floor of most of the commercial buildings are used for residential purposes, there are a number of stand alone residential buildings. Generally most of the stand alone residential buildings are located in the west-end of Alice Street. There are commercial uses located to the west and south. 80 Alice Street facing north, overlooks the pond and municipal open space. This area is used as parkland and has benches facing the pond. The view from this location has become more picturesque as redevelopment on the north side of the pond has occurred in recent years.

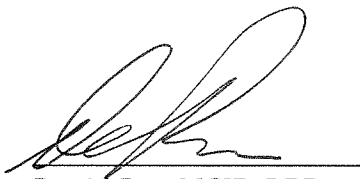
The policies of the Official Plan are intended to protect the planned function as the commercial centres of the communities. To this end, the policy of the Official Plan limits residential units to the rear of the main floor and to the upper floors of commercial buildings. A concentration of commercial uses tend to encourage similar commercial uses locate near to other business. This in turn increases foot traffic which creates a positive impact for all business in the area. Over the last few decades there has been a trend towards regional scale commercial development which draws customers who previously supported local businesses including those in the core areas. This has resulted in less demand for commercial floor space in our core areas. Also there has been a shift from retail stores to more service related businesses. This includes convenience type businesses such as coffee shops, hair salons, offices etc. These businesses also rely on the residents of the nearby apartments to support them.

The proposed development will create 20, 1-bedroom apartment units that will attract single or two person households, many of which will be seniors who may not have a car for personal transportation. These units will not be attractive to families with children. The rent for these units will be market based rent, however will be reasonable and will result in an increase in the supply of available rental apartments in Waterford. One bedroom rental apartments have been identified as being in short supply in the County.

There is no on-site parking on this property. The owner intends to lease a nearby area to be used for parking by the tenants. The zoning by-law does not require on-site parking within the CBD Zone.

In summary, it is my professional planning opinion that the proposed OPA and ZBA will not result in a negative impact on the planned function of the commercial core. It will add much needed rental apartment units to the community and create additional foot traffic for the existing business located in the commercial core. The renovation and investment in this existing building will strengthen the core area as being a desirable place to live and invest in. I am satisfied that the application is consistent with the policies of the PPS and the Norfolk County Official Plan.

Thank you for your consideration.



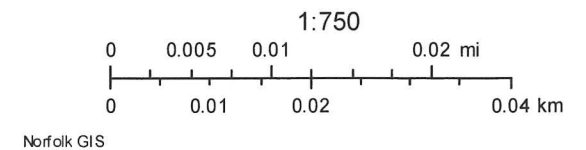
David Roe MCIP, RPP

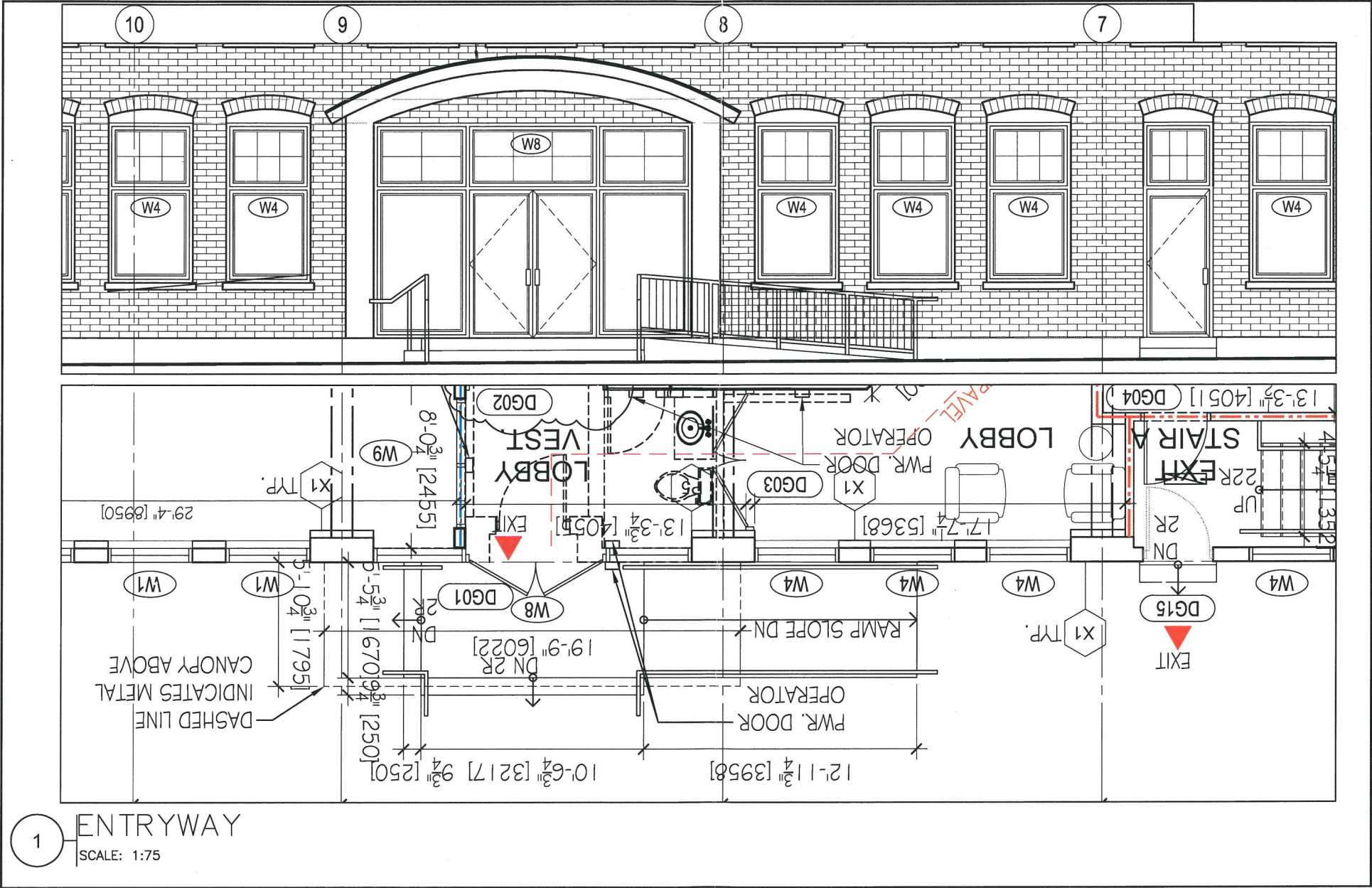
MAP NORFOLK - Community Web Map



7/23/2019, 3:02:28 PM

- Land Parcels
- Plan Lines





SCALE: AS NOTED	SHEET: SK-3
DRAWN BY: RL	
DATE: 6/19/2019	

80 ALICE

RENOVATION - MIXED USE
80 ALICE STREET, WATERFORD, ONTARIO

NOTE: CONTRACTOR SHALL CHECK
AND VERIFY ALL DIMENSIONS AND
CONTRACTOR SHALL REPORT ANY
DISCREPANCIES TO THE ARCHITECT
BEFORE PROCEEDING WITH WORK.
DO NOT SCALE DRAWINGS.



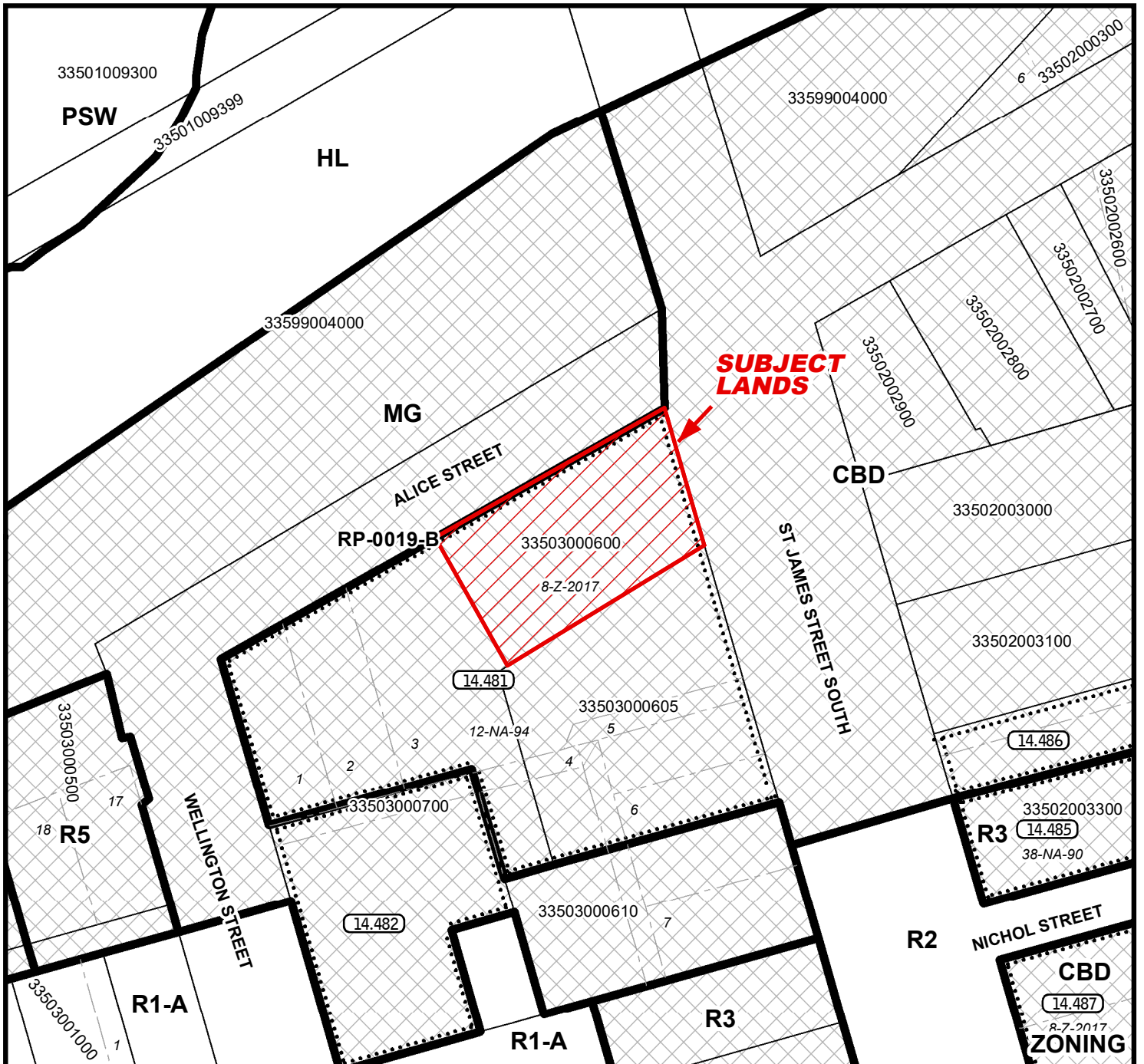
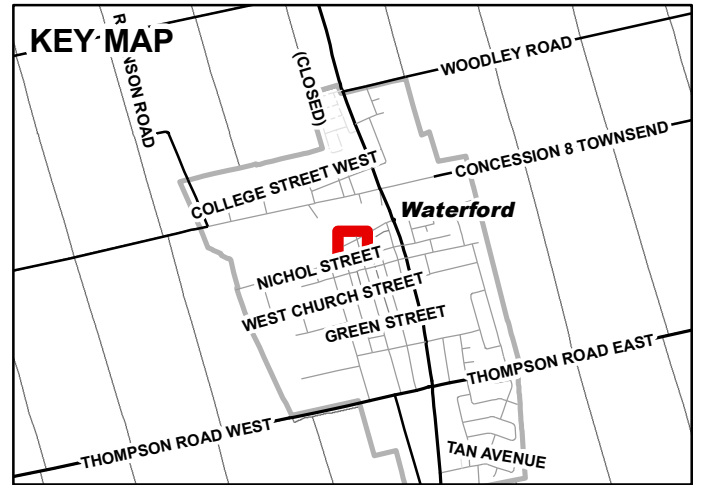
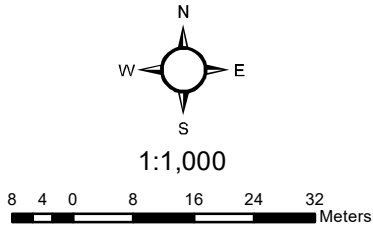
**CYNTHIA
ZAHORUK
ARCHITECTS**

3077 NEW STREET,
BURLINGTON, ON L7N1M6
905.333.4490

MAP 1

File Number: OPNPL2019313 & ZNPL2019314

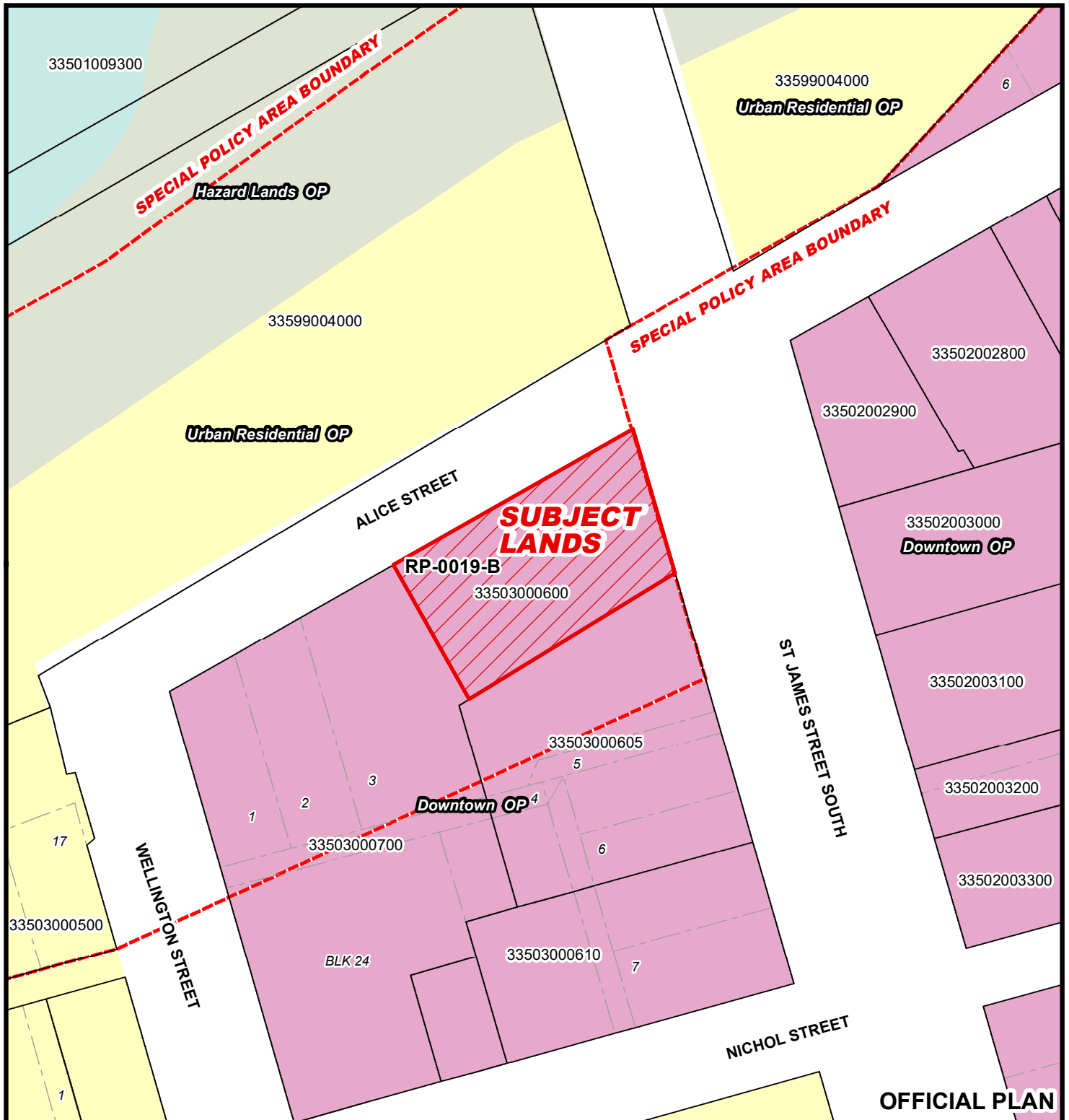
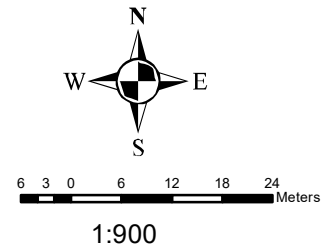
Urban Area of
WATERFORD



MAP 2

File Number: OPNPL2019313 & ZNPL2019314

Urban Area of WATERFORD



MAP 3

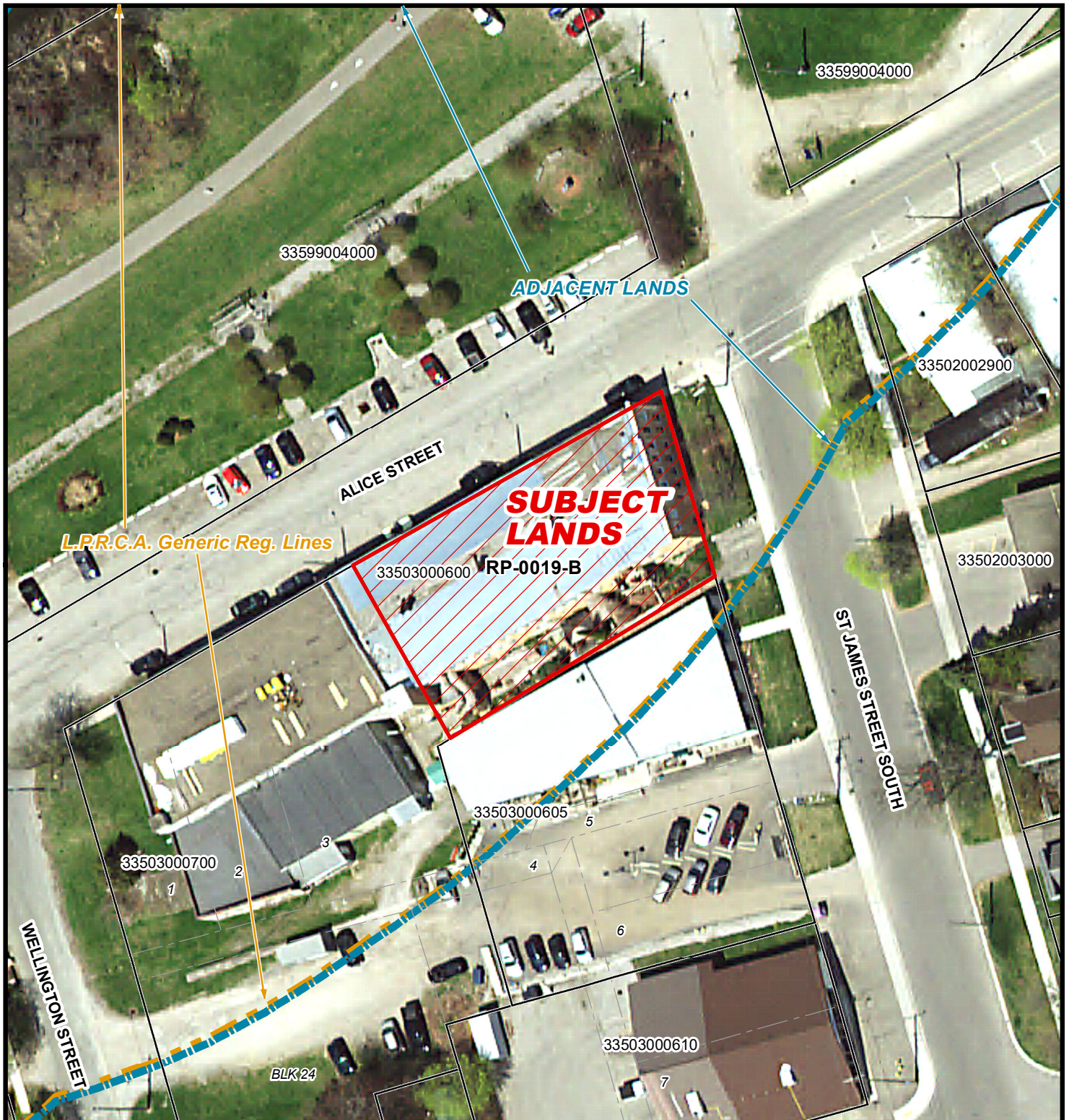
File Number: OPNPL2019313 & ZNPL2019314

Urban Area of WATERFORD



4 2 0 4 8 12 16 Meters

1:700



MAP 4

File Number: OPNPL2019313 & ZNPL2019314

Urban Area of WATERFORD



2 1 0 2 4 6 8 Meters

1:500

