

**For Office Use Only:**

File Number	<u>ZNPL2021200 &amp; SPPL2021201</u>	Public Notice Sign	<u></u>
Related File Number	<u>OPNPL2019113 &amp; ZNPL2019114</u>	Application Fee	<u>\$ 4,993</u>
Pre-consultation Meeting	<u>March 30, 2020</u>	Conservation Authority Fee	<u></u>
Application Submitted	<u>June 9, 2021</u>	Well & Septic Info Provided	<u></u>
Complete Application	<u>July 7, 2021</u>	Planner	<u>Mohammad Alam</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 (Amendment)
- ☐ Extension of a Temporary Use By-law
- ☐ Part Lot Control
- ☐ Cash-in-Lieu of Parking
- ☐ Renewable Energy Project or Radio Communication Tower

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

Zoning by-law Amendment - "NC - Neighbourhood Commercial" to "Residential (R5)"

Site Plan Amendment

**Property Assessment Roll Number:** 3310 402 010 045 950000



**A. Applicant Information**

**Name of Owner** Sunfield Homes (Simcoe) Ltd. Attn: Larry Lecce

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** 120 Whitmore Road, Unit 8

**Town and Postal Code** Woodbridge, ON L4L 6A5

**Phone Number** 905-851-2424

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

**Email** larry@sunfieldhomes.com

**Name of Applicant** Michael Sullivan, LandPro Planning Solutions Inc.

**Address** 707 East Main St.

**Town and Postal Code** Welland, ON L3B 3Y5

**Phone Number** 289-687-3730

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

**Email** mike@landproplan.ca

**Name of Agent** Michael Sullivan, LandPro Planning Solutions Inc.

**Address** 707 East Main St.

**Town and Postal Code** Welland, ON L3B 3Y5

**Phone Number** 289-687-3730

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

**Email** mike@landproplan.ca

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 both owner and agent noted above.

☐ Owner

☒ Agent

☒ Applicant

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

FREE + clear as at April/16/2021.

## B. Location, Legal Description and Property Information

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

Block 'F', Plan 37M-15 and Part 1 of 37r-9069, Part of Lot 11, Gore Concession, Geographic Township of Woodhouse

Municipal Civic Address: 76 Evergreen Hill Road

Present Official Plan Designation(s): Urban Residential

Present Zoning: Neighbourhood Commercial Zone

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

☐ Yes ☒ No If yes, please specify corresponding number:

3. Present use of the subject lands:

Vacant

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:

Nil.

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.

Not applicable.

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:

4-Storey Residential Apartment Building. See attached Planning Report and Site Plan (SP1 - Site Plan) for further details.

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:

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

Not applicable.

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9. Existing use of abutting properties:

South - Residential; East - Residential (Corner lot. Only 2 abutting properties)

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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:

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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:

Seeking a Zoning by-law amendment ("NC - Neighbourhood Commercial" to "R5-XXX - Residential Exception")  
By-law exception is to recognize: Increased Floor Area Ratio; Reduced parking space; Reduced visitors parking; and Reduced parking aisle width. Details are provided in the Planning Report.

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

Proposed development is 100% residential, which is not permitted in the Neighbourhood Commercial zone.  
See Planning Report for details.

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:

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

Yes, removing commercial space for more housing options. Current zoning permits mix of residential and commercial. Proposed zone replaces commercial space with rental housing.



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):

No.

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

Frontage: Not Applicable

Depth: Not Applicable

Width: Not Applicable

Lot Area: Not Applicable

Present Use: Not Applicable

Proposed Use: Not Applicable

Proposed final lot size (if boundary adjustment): Not Applicable

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: Not Applicable

Description of land intended to be retained in metric units:

Frontage: Not Applicable

Depth: Not Applicable

Width: Not Applicable

Lot Area: Not Applicable

Present Use: Not Applicable

Proposed Use: Not Applicable

Buildings on retained land: Not Applicable

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

Frontage: Not Applicable

Depth: Not Applicable

Width: Not Applicable

Area: Not Applicable

Proposed use: Not Applicable

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****Zoning****Proposed**

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

Lot frontage	30 m	54 m (all approx)
Lot depth	n/a	30 m
Lot width		54 m
Lot area	n/a	1,604 m <sup>2</sup>
Lot coverage	n/a	
Front yard	3.0m	3.1 m
Rear yard	9.0m	12.2 m
Left Interior side yard	n/a	n/a
Right Interior side yard	3.0m	15.34 m
Exterior side yard (corner lot)	3.0m	3.57 m
Landscaped open space	n/a	308.86 m <sup>2</sup>
Entrance access width	7.3m	6.0 m
Exit access width	7.3m	6.0 m
Size of fencing or screening		
Type of fencing		

**10. Building Size**

Number of storeys	4 storeys	3.5 storeys
Building height	11.0m	12 m
Total ground floor area		378m <sup>2</sup>
Total gross floor area		1511.24m <sup>2</sup> (inc. basement)
Total useable floor area		1511.24m <sup>2</sup>

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

Number of off street parking spaces	n/a	n/a
Number of visitor parking spaces	5	0
Number of accessible parking spaces	1	1
Number of off street loading facilities	n/a	n/a

12. Residential (if applicable)

Number of buildings existing: 0

Number of buildings proposed: 1

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	<u>4</u>	<u>See Site Plan</u>
Apartment - Two bedroom	<u>12</u>	<u>See Site Plan</u>
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: Not Applicable

Number of buildings proposed: Not Applicable

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

If yes, describe:

Not Applicable

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

Not Applicable

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Seating Capacity (for assembly halls or similar): Not Applicable  
Total number of fixed seats: Not Applicable  
Describe the type of business(es) proposed: Not Applicable  
Total number of staff proposed initially: Not Applicable  
Total number of staff proposed in five years: Not Applicable  
Maximum number of staff on the largest shift: Not Applicable

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:

Not Applicable

14. Institutional (if applicable)

Describe the type of use proposed: Not Applicable  
Seating capacity (if applicable): Not Applicable  
Number of beds (if applicable): Not Applicable  
Total number of staff proposed initially: Not Applicable  
Total number of staff proposed in five years: Not Applicable  
Maximum number of staff on the largest shift: Not Applicable

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

Residential = 100%

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

Not 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:

1964 Air Photo from Norfolk County GIS

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:

Vacant lot within existing residential area.

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 No

**Wooded area**

☐ On the subject lands or ☐ within 500 meters – distance No

**Municipal Landfill**

☐ On the subject lands or ☐ within 500 meters – distance No

**Sewage treatment plant or waste stabilization plant**

☐ On the subject lands or ☐ within 500 meters – distance No

**Provincially significant wetland (class 1, 2 or 3) or other environmental feature**

☐ On the subject lands or ☐ within 500 meters – distance No

**Floodplain**

☐ On the subject lands or ☐ within 500 meters – distance No

**Rehabilitated mine site**

☐ On the subject lands or ☐ within 500 meters – distance No

**Non-operating mine site within one kilometre**

☐ On the subject lands or ☐ within 500 meters – distance No

**Active mine site within one kilometre**

☐ On the subject lands or ☐ within 500 meters – distance No

**Industrial or commercial use (specify the use(s))**

☒ On the subject lands or ☒ within 500 meters – distance CN, IC, IN, CS, CSC

**Active railway line**

☐ On the subject lands or ☐ within 500 meters – distance no

**Seasonal wetness of lands**

☐ On the subject lands or ☐ within 500 meters – distance no

**Erosion**

☐ On the subject lands or ☐ within 500 meters – distance no

**Abandoned gas wells**

☐ On the subject lands or ☐ within 500 meters – distance no

## 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 in good working order ☐ Other (describe below)
- 

### Storm Drainage

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

2. Existing or proposed access to subject lands:

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

Name of road/street: Evergreen Hill Road

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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.
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See attached Planning Justification Report.

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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 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.

\_\_\_\_\_  
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 Larry Lecce c/o Sunfield Homes am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize LandPro Planning c/o Michael Sullivan 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

**N. Declaration**

I, Michael Sullivan of Welland

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:

Simcoe

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

In \_\_\_\_\_

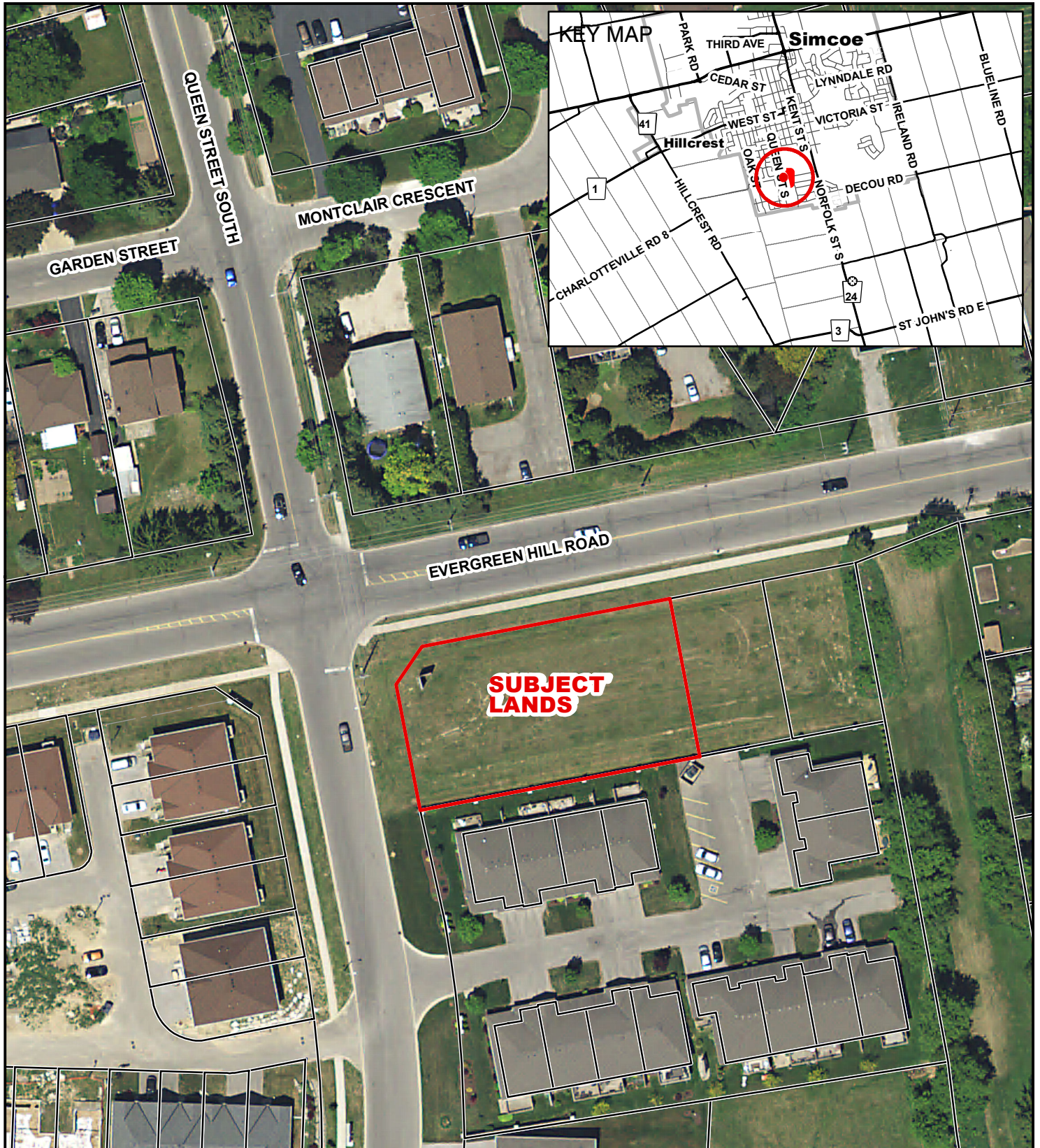
This \_\_\_\_\_ day of \_\_\_\_\_

A.D., 20\_\_\_\_


\_\_\_\_\_  
A Commissioner, etc.







**Legend**

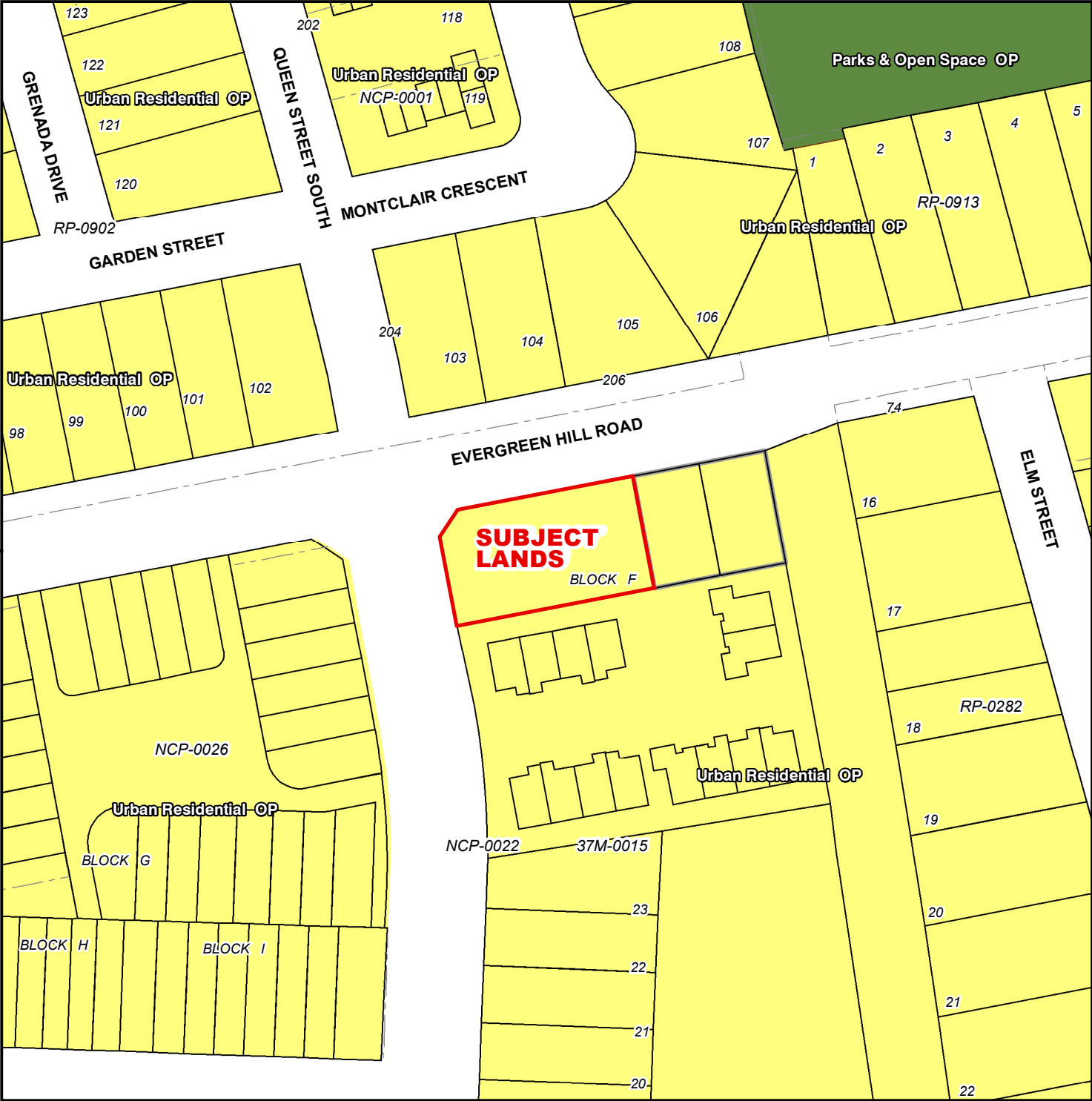
 Subject Lands

2015 Air Photo



2021-07-12





8 4 0 8 16 24 32 Meters



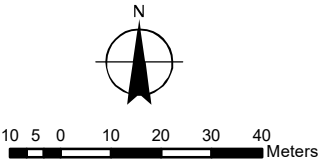
**Legend**

-  Subject Lands
-  Urban Area Boundary

**Official Plan Designations**

-  Urban Residential
-  Parks & Open Space

2021-07-12





# MAP C

## PROPOSED ZONING BY-LAW AMENDMENT MAP

Geographic Township of WOODHOUSE

ZNPL2021200

SPPL2021201



2021-07-12

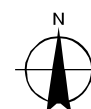
### LEGEND

Subject Lands

### ZONING BY-LAW 1-Z-2014

- (H) - Holding
- CN - Neighbourhood Commercial Zone
- OS - Open Space Zone
- R1-A - Residential R1-A Zone
- R1-B - Residential R1-B Zone
- R3 - Residential R3 Zone
- R4 - Residential R4 Zone

**From: CN with Special Provision 14.815**  
**To: R5 with Amended Special Provision 14.815**



10 5 0 10 20 30 40 Meters



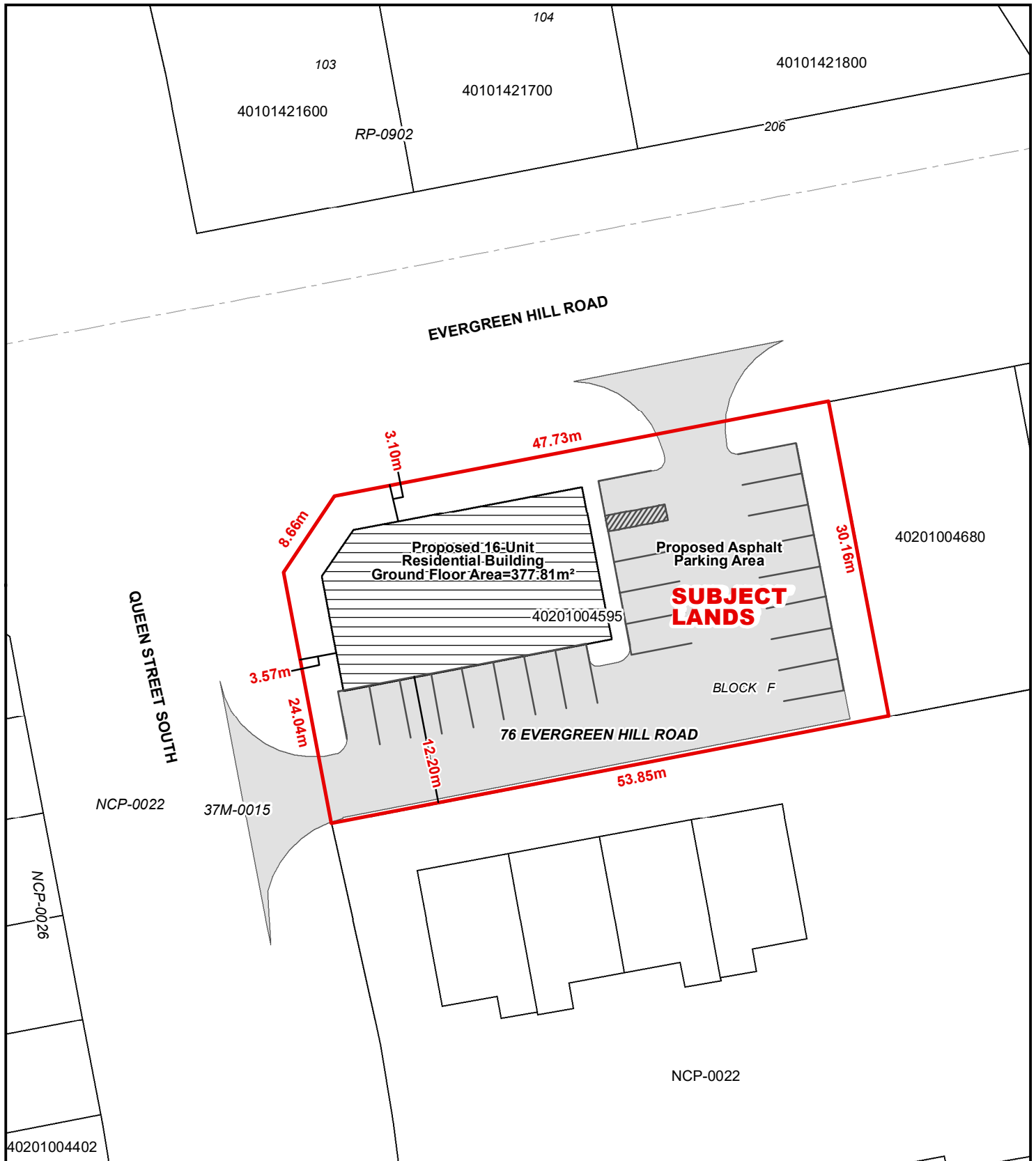
# MAP D

## CONCEPTUAL PLAN

Geographic Township of WOODHOUSE

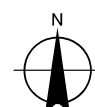
ZNPL2021200

SPPL2021201



### Legend

Subject Lands



4 2 0 4 8 12 16 Meters