

For Office Use Only:

File Number

Related File Number

Pre-consultation Meeting

Application Submitted

Complete Application

ANPL2023206

BNPL2023106

06/09/2023

09/15/2023

Public Notice Sign

Application Fee

Conservation Authority Fee

Well & Septic Info Provided

Planner

\$10211.00

Andrew Wallace

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
- ☐ 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)

Re-zoning to align zoning on lands related to a boundary adjustment application

Property Assessment Roll Number: 54400218800

A. Applicant Information

Name of Owner John Albert Backus and Ruth Anne McSpadden

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 c/o MHN Lawyers LLP 39 Colborne St. N.

Town and Postal Code Simcoe ON N3Y 3T8

Phone Number _____

Cell Number _____

Email _____

Name of Applicant Port Rowan Christ the King Lutheran Church

Address 1140 Bay Street

Town and Postal Code Port Rowan ON N0E 1M0

Phone Number _____

Cell Number _____

Email _____

Name of Agent MHN Lawyers LLP attn: Maria Kinkel

Address 39 Colborne St. N.

Town and Postal Code Simcoe ON N3Y 3T8

Phone Number 519-426-6763

Cell Number _____

Email kinkel@mhnlawyers.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 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:

n/a

B. Location, Legal Description and Property Information

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

PART OF LOT 1 NORTHEAST OF PITMAN STREET BLOCK XXXV REGISTERED PLAN 16-B

formerly township of Walsingham

Municipal Civic Address: 1130 Bay Street, Port Rowan, Ontario

Present Official Plan Designation(s): Urban Residential

Present Zoning: Development

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:

Agriculture

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:

none

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.

none

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:

expand onsite parking

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:

institutional and residential

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:

Boundary adjustment application to increase the size of the abutting property used for institutional use

Application is for the purpose of aligning zoning of parcel being added to abutting property

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

see explanation above

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: 9,144 meters
Depth: 63.87 meters
Width: 9,144 meters
Lot Area: 584 m2 (approximately)
Present Use: Agricultural
Proposed Use: Institutional

Proposed final lot size (if boundary adjustment): 2,141.43 m2

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: 54400219700, owned by the applicant

Description of land intended to be retained in metric units:

Frontage: 118 meters
Depth: various
Width: various
Lot Area: 116,248 m2 (approximately)
Present Use: agriculture
Proposed Use: agriculture

Buildings on retained land: none

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**Zoning****Proposed**

Please indicate unit of measurement, for example: m, m² 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) | _____ | _____ |
| Landscaped open space | _____ | _____ |
| Entrance access width | _____ | _____ |
| Exit access width | _____ | _____ |
| Size of fencing or screening | _____ | _____ |
| Type of fencing | _____ | _____ |

10. Building Size

| | | |
|--------------------------|-------|-------|
| Number of storeys | _____ | _____ |
| Building height | _____ | _____ |
| Total ground floor area | _____ | _____ |
| Total gross floor area | _____ | _____ |
| Total useable floor area | _____ | _____ |

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. 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: Church

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:
owner's knowledge

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:

n/a

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:

n/a

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)

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: Bay Street, Port Rowan

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.

This application is being submitted at the same time as the boundary adjustment application,
but should not be placed on hearing list until boundary adjustment application has been approved.

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

 22/22 January 7/23
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 John A. Backus & Ruth A. McSpadden am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Port Rowan Christ the King Lutheran Church 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, Keth Ratty Land Development Walsingham Port Rowan
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

In Worfolk Co

This 22 day of Decr

A.D., 2022

A Commissioner, etc.

Keth Ratty
Owner/Applicant/Signature

Land Development
Applicant

Michele Roberts

Michele Jane Roberts, a Commissioner, etc.,
Province of Ontario, for MHN Lawyers LLP
Expires February 4, 2024.

MAP A
CONTEXT MAP
Urban Area of PORT ROWAN

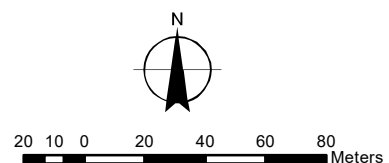
ZNPL2023204



Legend

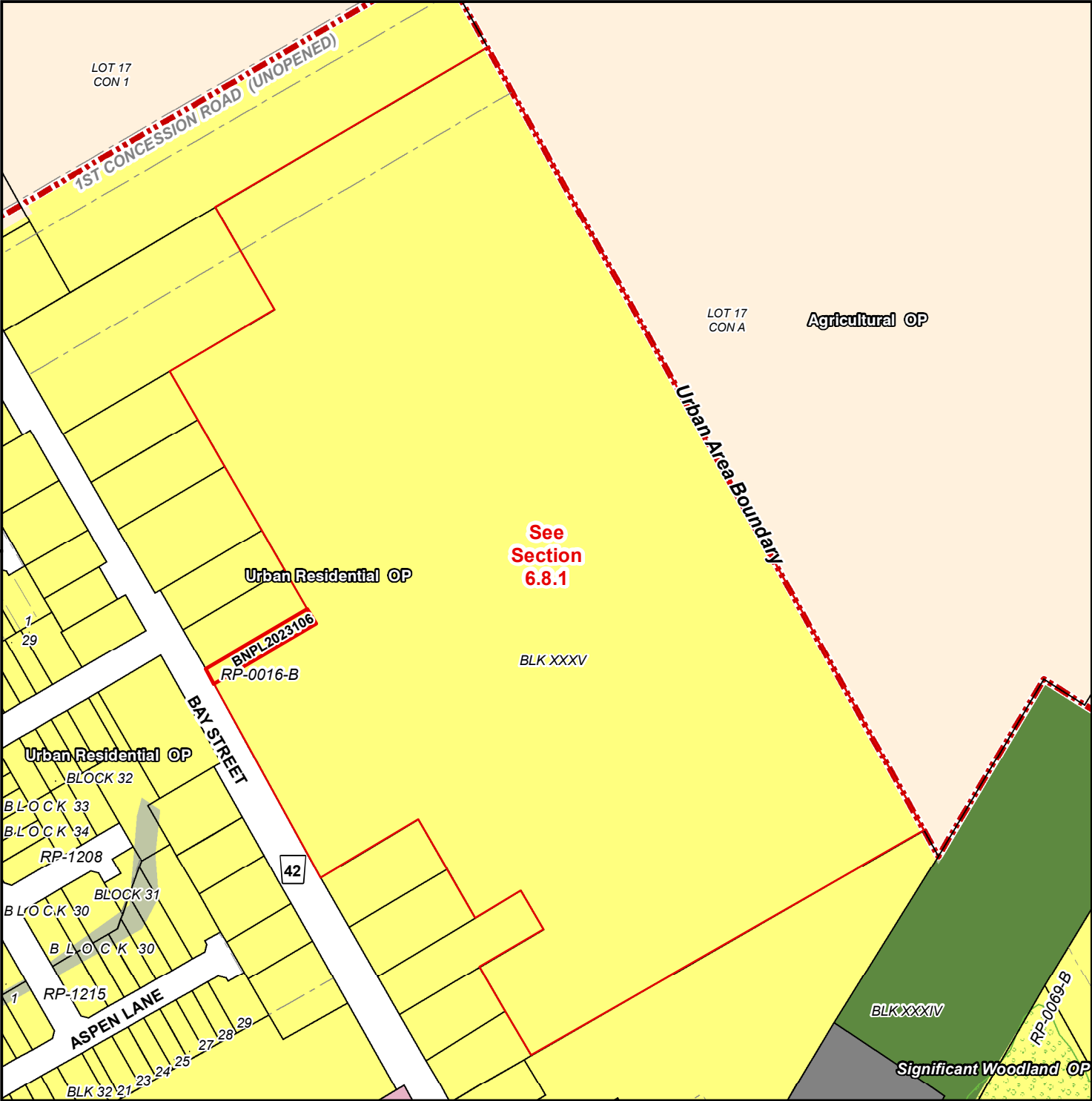
9/20/2023

2020 Air Photo












MAP B
OFFICIAL PLAN MAP
Urban Area of PORT ROWAN

ZNPL2023204



Legend

| | | | |
|---|-----------------------------|---|----------------------|
|  | Agricultural |  | Parks & Open Space |
|  | Hazard Lands |  | Special Policy Area |
|  | Urban Residential |  | Urban Area Boundary |
|  | Commercial |  | Significant Woodland |
|  | Major Public Infrastructure | | |

Official Plan Designations

9/20/2023

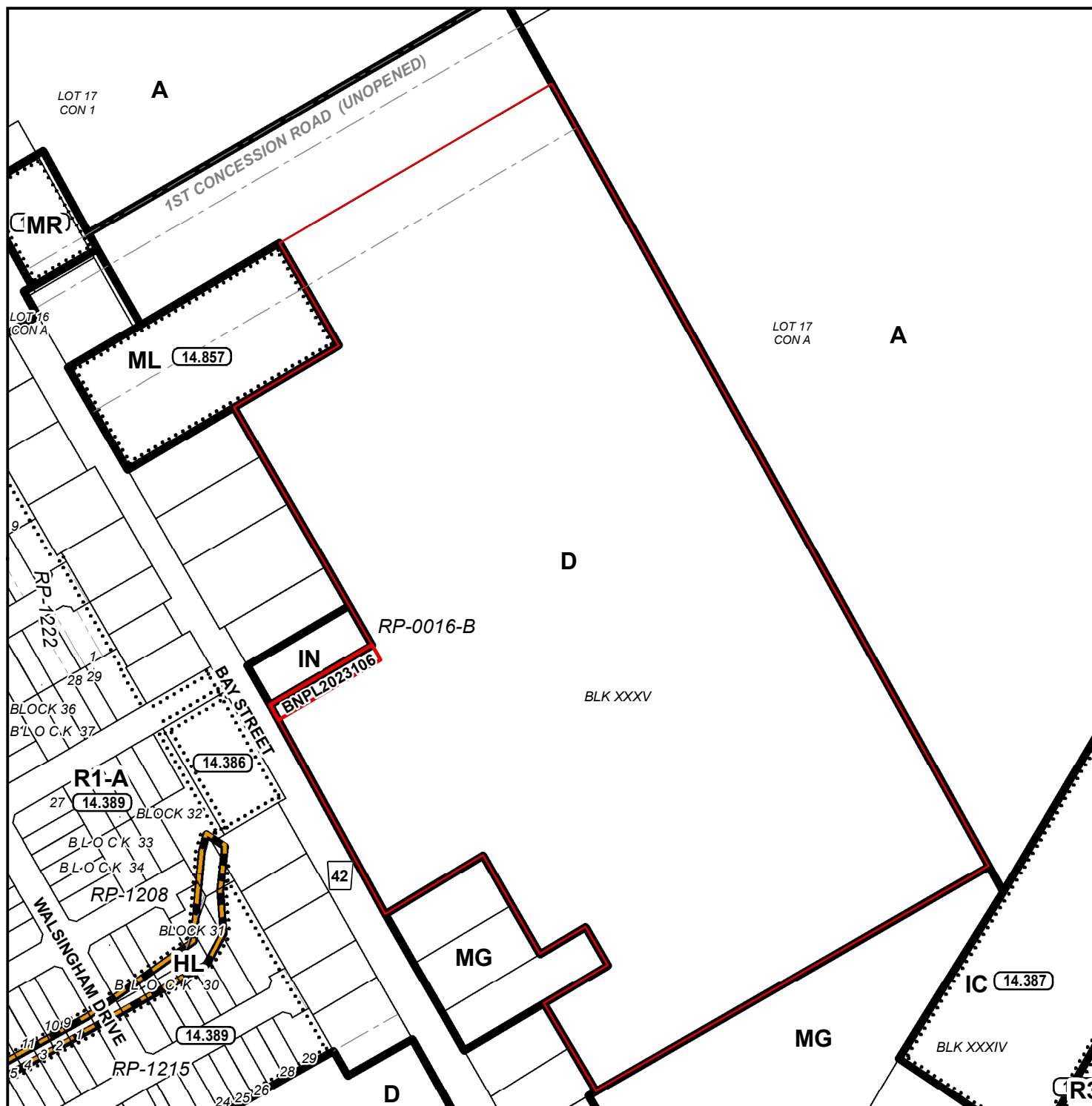
A north arrow pointing upwards with the letter 'N' above it. Below the north arrow is a scale bar with markings for 20, 10, 0, 20, 40, 60, and 80 meters.

MAP C

ZONING BY-LAW MAP

Urban Area of PORT ROWAN

ZNPL2023204

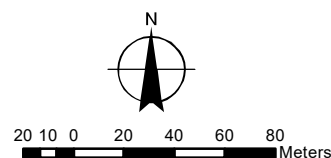


LEGEND

ZONING BY-LAW 1-Z-2014

9/20/2023

- (H) - Holding
- A - Agricultural Zone
- IC - Community Institutional Zone
- D - Development Zone
- MG - General Industrial Zone
- HL - Hazard Land Zone
- ML - Light Industrial Zone
- IN - Neighbourhood Institutional Zone
- R1-A - Residential R1-A Zone
- R3 - Residential R3 Zone
- MR - Rural Industrial Zone



CONCEPTUAL PLAN
Urban Area of PORT ROWAN



Legend

9/20/2023

