

# J.H. COHOON ENGINEERING LIMITED

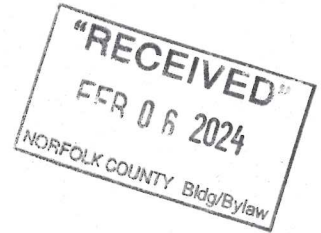
## CONSULTING ENGINEERS

440 Hardy Road, Unit #1, Brantford, ON N3T 5L8  
Tel: (519) 753-2656 Fax: (519) 753-4263  
www.cohooneng.com

# 12302 16376

November 15, 2023

County of Norfolk  
Planning Development and Cultural Services Division  
22 Albert Street  
Langton, Ontario  
N0E 1G0



E-MAILED

Attention: Ms. T. Givens, MCIP, RPP  
Interim Director of Planning

Re: Proposed Residential Re-Zoning Application  
MN 94 Sovereign Street West  
Waterford, Ontario  
(Mayberry Homes)  
Norfolk County

Dear Ms. Givens:

Further to our discussions, and on behalf of our client, Mr. Mike Quattrociocchi of Mayberry Homes, please find enclosed the following information regarding our application for a redline revision to the current draft approval and re-zoning on the subject lands for a residential plan of subdivision located in the Waterford, Ontario.

1. Two (2) copies of the site plan prepared for this site (showing a single detached residence being our plan 16376-1.  
This site plan includes a site statistics table (zoning table)
2. Two (2) copies of the Application for a Zoning Bylaw Amendment relating to the subject lands to allow for the development of the site as a semi-detached unit.
3. Two (2) copies of the Application for a Consent relating to the subject lands to allow for the development of the site as a semi-detached unit and to allow for the sale of the individual units.
4. A cheque in the amount of \$ 16,163.00 which includes the \$ 11,211.00 relating to the required Zoning Amendment Fee and the \$ 4,952.00 Consent Application Fee
5. Two (2) copies of the building plans for the unit which illustrate the dimensions of the unit and the size of the internal garage parking space.



Professional Engineers  
Ontario

6. Two (2) copies of the proposed severance sketch for the proposal as prepared by our office.
7. Electronic copies of this documentation will be provided to your office.

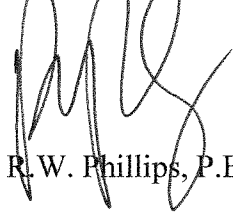
The proposal is to create a semidetached unit on the subject property rather than a single-family home.

With the submission of this information, we would respectfully appreciate your prompt circulation of the application to the various departments.

If you require any further details, please do not hesitate to contact this office, at your earliest convenience.

Yours truly,

J.H. CONOON ENGINEERING LIMITED

A handwritten signature in black ink, appearing to read 'R. W. Phillips', is written over the printed name.

R. W. Phillips, P.Eng.

c.c. Mike Quattrociocchi – Mayberry Homes

## **Planning Department Development Application Form**

### **Complete Application**

A complete development application consists of the following:

1. A completed, signed, and notarized application form
2. Supporting information adequate to illustrate your proposal as indicated in **Section H** of this application form
3. Written authorization from the registered owner of the subject lands where the applicant is not the owner as per Section N
4. Cash, debit, credit or cheque payable to Norfolk County in the amount set out in the user fees By-Law that will be accepted and deposited once the application has been deemed complete.

### **Pre-Submission Consultation:**

Norfolk County requires a Pre-Consultation Meeting for all applications; however, minor applications may be exempted depending on the nature of the proposal. The purpose of a Pre-Consultation Meeting is to provide the applicant with an opportunity to present the proposed application, discuss potential issues, and for the Norfolk County and Agency staff to identify the application requirements. Application requirements, as detailed in the Pre-Consultation Meeting Comments, are valid for one year after the meeting date.

### **Development Application Process**

Once an application has been deemed complete by a Planner, Norfolk County staff will circulate the application to adjacent landowners, public agencies, and internal departments for comment. The time involved in application processing varies depending on its complexity, acceptability to the other agencies, and statutory Planning Act decision time-frames.

Payment is required once your application is deemed complete. Pre-payments will not be accepted.

Norfolk County collects personal information submitted through this form under the Municipal Freedom of Information and Protection Act's authority. Norfolk County will use this information for the purposes indicated or implied by this form. You can direct questions about collecting personal information to Norfolk GIS Services at [NorfolkGIS@norfolkcounty.ca](mailto:NorfolkGIS@norfolkcounty.ca).

Additional studies required for the complete application shall be at the applicant's sole expense. Sometimes, peer reviews may be necessary to review particular studies at the applicant's expense. In these cases, Norfolk County staff will select the company to complete the peer review.

Norfolk County will refund the original fee if applicants withdraw their applications before circulation. If Norfolk County must recirculate your drawings, there will be an additional fee. If Norfolk County must do more than three reviews of engineering drawings due to revisions by the owner or failure to revise engineering drawings as requested, Norfolk County will charge an additional fee. Full refunds are only available before Norfolk County has circulated the application.

### **Notification Sign Requirements**

For public notification, Norfolk County will provide you with a sign to indicate the intent and purpose of your development application. It is your responsibility to:

1. Post one sign per frontage in a conspicuous location on the subject lands.
2. Ensure one sign is posted at the front of the subject lands at least three feet above ground level and not on a tree.
3. Notify the Planner when the sign is in place.
4. Maintain the sign until the development application is finalized and, after that, remove it.

### **Contact Us**

For additional information or assistance completing this application, please contact a Planner at 519-426-5870 or 519-875-4485 extension 1842 or [planning@norfolkcounty.ca](mailto:planning@norfolkcounty.ca). Please submit the completed application and fees to the attention of the Planning Department at 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6.

**For Office Use Only:**

File Number	_____	Public Notice Sign	_____
Related File Number	_____	Application Fee	_____
Pre-consultation Meeting	_____	Conservation Authority Fee	_____
Application Submitted	_____	Well & Septic Info Provided	_____
Complete Application	_____	Planner	_____

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

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**Property Assessment Roll Number:** \_\_\_\_\_

**A. Applicant Information**

**Name of Owner** Mayberry Homes

**Address** 32 Dunsdon St,

**Town and Postal Code** Brantford, ON N3R 3J3

**Phone Number** 519 755 0909

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

**Email** mquattrociocchi@rogers.com

**Name of Applicant** Same as Owner

**Address** \_\_\_\_\_

**Town and Postal Code** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

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

**Email** \_\_\_\_\_

**Name of Agent** R. W. Phillips, J H Cohoon Engineering Limited

**Address** 440 Hardy Road, Unit 1

**Town and Postal Code** Brantford, Ontario N3R 8B1

**Phone Number** 519 753 2656

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

**Email** rphillips@cohooneng.com

Unless otherwise directed, Norfolk County will forward all correspondence and notices regarding this application 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):

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Municipal Civic Address: 94 Sovereign Street West

Present Official Plan Designation(s): Residential

Present Zoning: R1-A Residential Type R1

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:

Building under Construction

4. Please describe **all existing** buildings or structures on the subject lands and whether they will 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 the 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 site plan illustrating what is being constructed at this time

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:

Refer to attached site plan

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:

Building recently under construction

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9. Existing use of abutting properties:

Residential

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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:

The proposal is to convert the single family home that is under construction to be a semi-detached building and comply with the bylaw

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

Land Use as a semi-detached building is not permitted under the current zoning

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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:

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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: 15.24m

Depth: 38.08

Width: 15.24m

Lot Area: See Plan

Present Use: Residential Single Family Under Construction

Proposed Use: Residential Semi-Detached (two unit) building

Proposed final lot size (if boundary adjustment): See attached sketch

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: See attached plan (and refer to the severance sketch).

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

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

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

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

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

Buildings on retained land: \_\_\_\_\_

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

Frontage: N/A

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, 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)	_____	_____
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: 1 under construction

Number of buildings proposed: 2 (semi-detached)

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	<u>2</u>	_____
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: N/A

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:

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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):

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

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#### 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):

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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:

Personal Knowledge

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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:

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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:

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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)
- 

### 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: Soverign Street West

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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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## 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 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 site plan approval, 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, to disclose the registration of all transfer(s) of land and/or 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

November 15, 2023

\_\_\_\_\_  
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 M Quattrociochi, Mayberry Homes am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize J H Cohoon Engineering Limited 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

November 15, 2023

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Date

**N. Declaration**

I, R W Phillips of City of Brantford

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:

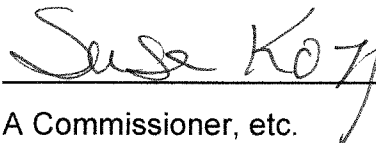
City of Brantford

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

In County of Brant

This 15th day of November

A.D., 2023

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

**SUSAN LYNNE KOZEY**

a Commissioner, etc., Province of Ontario,  
for J.H. Cohoon Engineering Limited.

Expires April 29, 2024



## Pre-Consultation Meeting Notes

**Date:** October 11, 2023

**Description of Proposal:** Establishment and severance of a semi-detached dwelling

**Property Location:** None Assigned

**Roll Number:** 3310335010225020000

**Please read all the information in this document on the requirements for future development planning applications.** As a result of the information shared at the pre-consultation meeting dated October 11, 2023, the following applications and qualified professional documents/reports are required as part of a complete application. Please include all listed items with the application to ensure a complete application. The County reserves the right to change, reduce or add requirements for a complete application, particularly if the submission does not match the proposal as reviewed during the pre-submission consultation meeting.

Please note that various fees are associated with each application, and there are also costs for qualified professionals retained to complete various documents/reports. All requirements identified are minimum and determined as of the date of the pre-consultation meeting, with the information available at that time. As the proposal proceeds, more information is made public, additional applications, studies, reports, etc., may be required. The information in this document is applicable for a maximum of one (1) year from the meeting date.

**Before you submit your application, please contact the assigned Planner to confirm submission requirements and the applicable fee. Fees will not be accepted until the submission has been reviewed and confirmed by the Planning Department.**

As part of a complete application, a signed version of these meeting notes is required.

Proponent / Agent Name	Signature	Date
Mike Quattrociocchi		

### **Attendance List**

Proponent	Mike Quattrociocchi, Property Owner
Community Development – Planning and Agreement	Andrew Wallace, Planner (Chair) Hannelore Yager, Planner
Building and Zoning	Scott Northcott, Senior Building Inspector Roxanne Lambrecht, Zoning Administrator Hayley Stobbe, Zoning Administrator
Environment & Infrastructure Services – Development Engineering	Stephen Gradish, Development Technologist
Corporate Support Services – Realty Services	Alisha O'Brien, Corporate Services Generalist

## Privileged Information and Without Prejudice

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### Proposal Summary

The applicant is proposing to construct a 2 storey side by side semi-detached dwelling that can be severed in the future to create two separate lots. The proposal consists of a new build on vacant land to sever and sell as two units with independent ownership rather than build and rent the same structure.

### List of Application Requirements\* and General Comments

#### Planning Department

Planning application(s) required to proceed	Required
Official Plan Amendment Application	
Zoning By-law Amendment Application	X
Site Plan Application	
Draft Plan of Subdivision Application	
Draft Plan of Condominium Application	
Part Lot Control Application	

**Privileged Information and Without Prejudice**

Consent / Severance Application		X**
Minor Variance Application		
Removal of Holding Application		
Temporary Use By-Law Application		
Other -		
<b>Planning requirements for a complete application</b> The items below are to be submitted as part of the identified Planning Application(s). ** electronic/PDF copies of all plans, studies and reports are required**	<b>Required at OPA/ Zoning Stage</b>	<b>Required at Site Plan Stage</b>
Agricultural Impact Assessment		
Air Treatment Control Study		
Archeological Assessment		
Contaminated Site Study		
Dust, Noise and Vibration Study		
Elevation Plan		
Environmental Impact Study		
Geotechnical Study		
Heritage Impact Assessment		
Hydrogeological Study		
Landscaping Plan		
Market Impact Analysis		
Minimum Distance Separation Schedule		
MOE D-Series Guidelines Analysis		
Neighbourhood Plan		
Odour Mitigation Plan		
Parking Assessment		
Planning Justification Report/Impact Analysis		
Photometrics (Lighting) Plan		
Record of Site Condition		
Restricted Land Use Screening Form		
Site Plan/Drawing	X	
Topographical Study		
Other: Zoning Table	X	
Other:		
<b>Additional Planning Requirements</b>		<b>Required</b>
Development Agreement		
Parkland Dedication/Cash-in-lieu of Parkland		
Other:		



### **Privileged Information and Without Prejudice**

\* Any changes to a proposal may necessitate changes to Planning Department submission requirements. Reports and studies are subject to peer review.

\*\* Consent to sever application required only if the semi-detached units are proposed to be severed into separate lots.

Summary of Fees, Forms, and other information pertaining to the Planning process can found by visiting <https://www.norfolkcounty.ca/government/planning/>

See Appendix A for additional information

### **Planning Comments**

The subject lands are zoned Urban Residential Type 1-A (R1-A) in the Zoning By-Law of Norfolk County and designated Urban Residential in Norfolk County's Official Plan.

As part of a complete Zoning By-Law Amendment application, Planning staff require a formal concept plan which shows all measurements in metric:

- Dimensions of each unit and garage in the semi-detached dwelling
- Front, side and rear-yard set-backs of the semi-detached dwelling
- Dimensions of *front yard* and driveway
- Dimensions of each parking space
- Dimensions (lot area and frontage) of the proposed lots to be severed and retained

The concept plan will need to provide a Zoning Table which demonstrates the proposal's conformity (or any deficiencies) for the following sections of the By-Law:

- Section 5.2.2., 5.2.5.
- Section 4.1.1., 4.1.3., 4.2.3., 4.2.5.
- Section 3.10 (if applicable)

--Endangered and threatened species and their habitat are protected under the provinces Endangered Species Act, 2007 (ESA), O. Reg. 242/08 & O. Reg. 830/21. The Act prohibits development or site alteration within areas of significant habitat for endangered or threatened species without demonstrating that no negative impacts will occur. The Ministry of Environment, Conservation and Parks provides the service of responding to species at risk information requests and project screenings. The proponent is responsible for discussing the proposed activity and having their project screened with MECP (Ministry of Environment, Conservation and Parks).

Please be advised that it is the owner's responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws, or other agency approvals.

### **Assigned Planner:**

Hannelore Yager  
Planner

**Privileged Information and Without Prejudice**

Ext. 8095

Hannelore.yager@norfolkcounty.ca

**Development Engineering**

**Development Engineering – 96 Sovereign St,  
Waterford**

<b>Development Engineering requirements to proceed</b> The below requirements are to be submitted as part of the Formal Development Planning application.	<b>Required At Zoning Stage</b>	<b>Required at Severance Stage</b>	<b>Potentially Required (See Notes Section)</b>
<b>General Requirements</b>			
Concept Plan	X		
Lot Grading Plan		X	
Siltation and Erosion Control Plan		X	
General Plan of Services		X	
<b>Water Servicing Requirements– Section 10.0 Norfolk County Design Criteria and ISMP Section 4.0</b>			
Disconnection of Water Service(s) to Main		X	
<b>Sanitary Servicing Requirements – Section 9.0 Norfolk County Design Criteria and ISMP Section 4.0</b>			
Disconnection of Sanitary Service(s) to Main			X
<b>Transportation Requirements – Section 6.0 Norfolk County Design Criteria, ISMP Section 5.0, Section 6.0 and Appendix J</b>			
Improvements to Existing Roads & Sidewalk (urbanization, pavement structure, widening sidewalk replacement, upgrades, extension and accessibility)		X	

**General Notes:**

1. All reports and drawings are to be signed and stamped by a Professional Engineer (P. Eng) and adhere to Norfolk County's Design Criteria and Integrated Sustainable Master Plan (ISMP). A copy of these criteria is available upon request.
2. All works to be constructed within the Norfolk County ROW must be incorporated into the design and be constructed at the developer's expense.

### **Privileged Information and Without Prejudice**

3. All applicable permits and inspections to be issued by Environmental & Infrastructure Services Department.
4. As per Norfolk County By-Law 2013-65, only one domestic water service pipe and one water meter shall be installed per lot.

### **Required at Zoning Stage:**

5. A Concept Plan –
  - a. The Concept Plan must be completed with proper scaling and provide all required measurements in metric.
  - b. The Concept Plan shall show proposed Lot frontages. If the Lot frontages require relief from Minimum Lot frontage as per Zoning By-law, then the applicant must be aware that Development Engineering may have concerns with impact to servicing.

### **Required at Severance Stage:**

The following list is being provided as typical requirements of Severance applications in similar proposals. A comprehensive list will be provided at the time of consent application. The following list may not be complete and is subject to change depending on the ultimate request.

Development Engineering has reviewed application **BNPL2023xyz** and have the following Condition(s) and/or Comment(s):

1. Receipt of a letter from Environmental and Infrastructure Services Division indicating that the water and sanitary sewer connections have been installed to the severed and retained parcels. (Condition).
2. Receipt of a letter from Development Engineering that a drawing was received and reviewed to identify the proposed restoration within the **Sovereign Street** ROW, paying particular attention to the location of proposed services for Sanitary and Water, new entrances, restoration of the existing road base, asphalt, curb and gutter and the grading / drainage of all lands to ensure no changes to existing drainage patterns. The developer must be aware that a higher standard of restoration will be required as the existing road was recently reconstructed and that any repairs are to be consistent with the construction and current condition of the new road. (Condition)
3. The applicant is to apply for a road occupancy permit prior to commencement of any work in the ROW. (Condition) The form can be found on Norfolk County website at: <https://www.norfolkcounty.ca/download/FO-02-Application-for-a-Road-Excavation-Permit-Jan-2018.pdf>
4. As per Norfolk County By-law 2017-04, a lot grading plan will be required for the severed and retained lands at time of building permit application. (Comment).
5. As per Norfolk County By-law 2016-32, an entrance permit and installation of entrance will be required for the severed/retained lands at time of building permit application. (Comment).
6. Municipal services must be installed to the satisfaction of Norfolk County and all applicable permits must be applied for through the Environmental and Infrastructure

### **Privileged Information and Without Prejudice**

Services Department. This is to be done at the Owner's expense prior to final approval of the Severance application. (Comment).

7. As per Norfolk County By-law 2016-32, if any modifications/changes are made to the existing entrance, an entrance permit and installation of modified entrance will be required at time of building permit application. (Comment).

Stephen Gradish  
Development Technologist  
[Stephen.Gradish@norfolkcounty.ca](mailto:Stephen.Gradish@norfolkcounty.ca)

### **Agreements**

If performance securities are required for your development a recommended condition of your planning application approval could be to enter into a development agreement with the County that will be registered on title to the subject lands, at the Owner's expense. The additional requirements for a development agreement could include, but are not limited to the following:

- Engineering drawing review
- Engineer's schedule of costs for the works
- Clearance letter and supporting documentation to support condition clearance
- User fees and performance securities
- Current property identification number (PIN printout) (can be obtained by visiting <https://help.onland.ca/en/home/>)
- Owner's commercial general liability insurance to be obtained and kept in force during the terms of the agreement
- Postponement of interest. If there are mortgages / charges on your property identifier, your legal representative will be required to obtain a postponement from your bank or financial institution to the terms outlined in your development agreement
- Transfers and / or transfer easements along with registered reference plan

Annette Helmig  
Agreement and Development Coordinator  
[Annette.Helmig@norfolkcounty.ca](mailto:Annette.Helmig@norfolkcounty.ca)

### **Building**

#### **Zoning Administrator:**

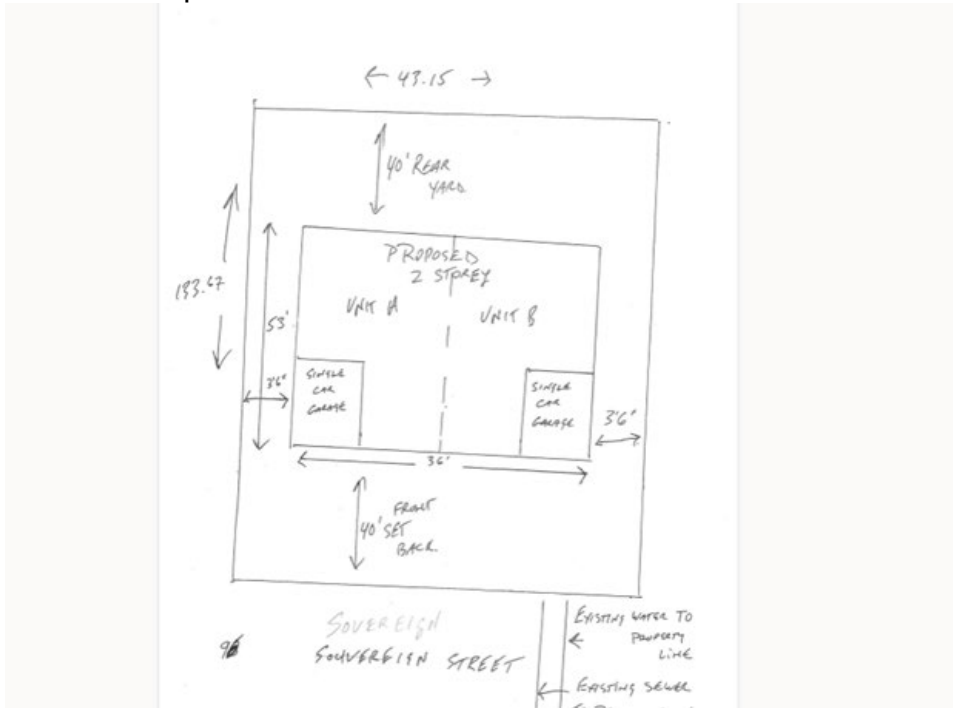
Sovereign Street (roll number 33501022502) – Mike Q

- Zoning is R1-A, does not allow a permit for a semi
- If rezoning to allow a semi (R2 zone.... all zone provision of the R2 zone shall be met)
- The existing lot area is 560sqm, 15.24m of frontage.
- For a semi you need 8.5m per lot, so you will be deficient on lot frontage (15.24/2=7.62m each unit....which means you will be deficient by 0.88m per lot. You need a min lot area of 255sqm per semi, so you will be ok here for lot area.

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(560sqm/2=280sqm per lot)

- A zoning table must be provided on the final site sketch showing that the R2 zoning is met
- Height must be less than 11m
- Parking must be supplied at two spots per unit. Ensure parking spots on lot measure 3.0x5.8, and in garage 3.3x5.8 with no interrupted space
- If you add unenclosed decks or porches on back the bylaw indicates they must be a min of 3m from the back property line (this includes steps) and 1.2m from interior lot lines of semi
- No encroachment in the side yards is permitted for generators so they must be a min from 1.2m to side lot lines, for an air conditioner in the side yard you can locate them there provided the encroachment is no closer than 0.6 meters to the side lot line



Roxanne Lambrecht  
Zoning Administrator  
Extension 1839  
[Roxanne.Lambrecht@norfolkcounty.ca](mailto:Roxanne.Lambrecht@norfolkcounty.ca)

### Building Inspector:

The proposed construction is considered a Residential Group C as defined by the Ontario Building Code (OBC). You will need to retain the services of a qualified individual with BCIN House, HVAC House, an Architect or a Professional Engineer to complete the design documentation for this application.

If any of the proposed dwellings include an accessory dwelling unit this must be included as part of the design documents at time of building permit application. Any accessory dwelling

## **Privileged Information and Without Prejudice**

units proposed after construction begins will require a separate building permit.

### **MORE THAN 2 DWELLINGS-PLUMBING**

The Ontario Building Code (OBC) 7.6.3.4 requires a review of water service connection size at the time of application for projects connected to a water system with more than one dwelling unit. To help with this the Building Department has created an excel spread sheet. This is to be included with at time building permit application.

#### **Items for Building Permit**

“New Residential” & “ Applicable Law Checklist” Step by Step Guides have been attached to the minutes herein, they contain information on drawing requirements, designers, forms, contact information for Building Department etc.

If you have any questions on the building permit process or plans required, please check out our website [www.norfolkcounty.ca/business/building](http://www.norfolkcounty.ca/business/building) or call 519-426-5870 ext. 6016

Jonathan Weir  
Building Inspector

Extension 1832  
[jonathan.weir@norfolkcounty.ca](mailto:jonathan.weir@norfolkcounty.ca)

#### **Corporate Support Services – Realty Services**

Realty Services has no comments at this time.

Karen Lambrecht  
Specialist, Realty Services  
[realty.services@norfolkcounty.ca](mailto:realty.services@norfolkcounty.ca)

#### **Corporate Support Services - Accessibility for Ontarians with Disabilities Act**

No comments at this time.

Sam McFarlane  
Manager, Accessibility and Special Projects  
Corporate Support Services  
519-426-5870 x. 8099 [Sam.McFarlane@norfolkcounty.ca](mailto:Sam.McFarlane@norfolkcounty.ca)

#### **Fire Department**

Norfolk County Fire Department does not have any concerns with this proposal at this time.

Katie Ballantyne  
Community Safety Officer  
[Katie.Ballantyne@norfolkcounty.ca](mailto:Katie.Ballantyne@norfolkcounty.ca)

## **Privileged Information and Without Prejudice**

### **Appendix A: Planning Reference Materials**

Following is a summary of some land use planning reference materials. It is the requirement of the applicant to ensure compliance with applicable legislation, policies and regulations.

#### **Provincial Policy Statement, 2020**

<https://www.ontario.ca/page/provincial-policy-statement-2020>

#### **Norfolk County Official Plan**

<https://www.norfolkcounty.ca/government/planning/official-plan/>

Section 9.6.1 outlines requirements in relation to requests to amend the Official Plan.

Section 9.6.2 outlines requirements in relation to requests to amend the Zoning By-law.

Section 6.5. outlines requirements in relation to specific urban areas. Section 7.7. outlines permitted uses and land use policies for the Urban Residential designation.

Section 9.6.2. outlines requirements for Zoning By-Law Amendments.

**It is the responsibility of the proponent to review and ensure relevant Official Plan policies are addressed in any future development application.**

#### **Norfolk County Zoning By-Law 1-Z-2014**

<https://www.norfolkcounty.ca/government/planning/new-zoning-by-law/>

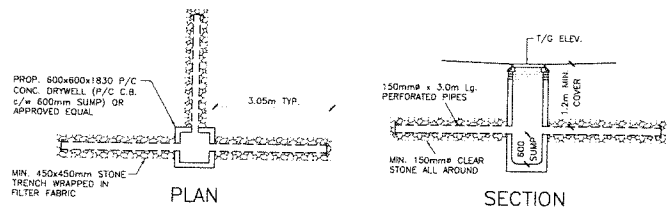
Section 5.2.outlines provisions for semi-detachd dwellings in the R2 Zone.

Section 4.0 outlines provisions for off-street parking.

The provisions of the Norfolk County Zoning By-Law shall apply to all lands within the boundaries of Norfolk County. No land, building or structure shall be used, erected, or altered in whole or in part except in conformity with the provisions of this By-Law. No land, building or structure shall be used or occupied except for uses that are specifically identified in the By-Law as permitted uses by the relevant zoning category.

**It is the responsibility of the proponent to review and ensure relevant Zoning By-law provisions are addressed in any future development application**

JOHN STREET



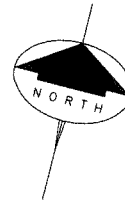
PROPOSED DRYWELL DETAIL

SITE STATISTICS

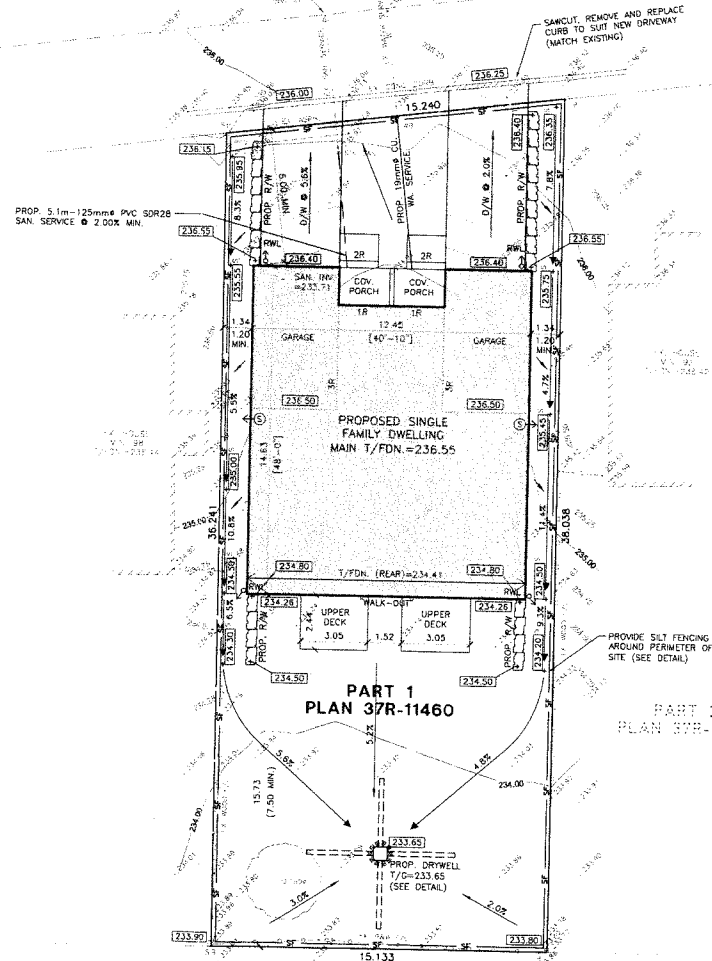
ITEM	PROPOSAL	ZONING BYLAW REQUIREMENTS	COMPLIANCE
ZONING CATEGORY	R1A	R1A	✓
LOT AREA (sq. m.)	561.98	450 MIN.	✓
LOT FRONTAGE (m)	15.240	15.00 MIN.	✓
GROUND FLOOR AREA (sq. m.)	174.20	N/A	✓
STREET SETBACK (m)	6.00	6.00 MIN.	✓
REAR YARD (m)	15.73	7.50 MIN.	✓
SIDE YARD (m)	1.34	1.20 MIN.	✓
BUILDING HEIGHT (m)	7.82±	11.00 MAX.	✓

LEGEND:

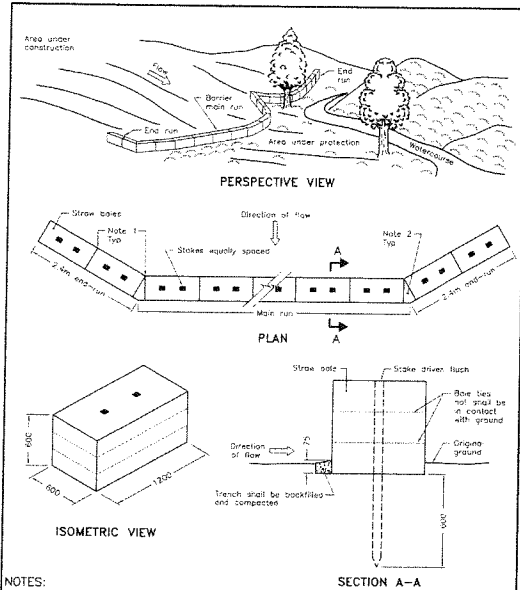
- EXISTING ELEVATIONS
- PROPOSED ELEVATIONS
- PROPOSED SWALE ELEVATIONS
- PROPOSED TOP OF RET. WALL ELEVATIONS
- PROPOSED SWALE
- GENERAL DRAINAGE
- PROPOSED SUMP PUMP DISCHARGE
- PROPOSED DOWNSPOUT 1/2\"/>
- PROPOSED PRE-ASSEMBLED SILTATION CONTROL FENCING
- SILT SACK AS SHOWN



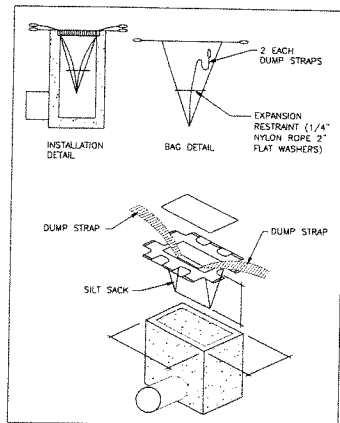
SOVEREIGN STREET WEST



PROP. MAIN TOP/FDN = 236.55m
BASED ON 0.15m EXPOSED AT FRONT
PROP. U/S FTG (FRONT) = 234.01m
BASED ON 2.39m [7'-10\"] FDN WALL & 0.15m [6\"] FTG (TYPICAL)
PROP. FIN. FLOOR = 236.98m
PROP. BSM/T FLOOR = 234.26m
PROP. U/S FTG (REAR) = 233.05m



NOTES:
1 Straw bales shall be butted tightly against adjoining bales to prevent sediment flow through barrier.
2 Couple and compact gaps with loose straw.
A All dimensions are in millimetres unless otherwise shown.
ONTARIO PROVINCIAL STANDARD DRAWING
Nov 2015 Rev 2
LIGHT-DUTY STRAW BALE BARRIER
OPSD 219.100



SILT SACK DETAIL

NOTES:

- ALL ELEVATIONS SHOWN ARE METRIC
- BUILDER/OWNER TO VERIFY COMPLIANCE WITH ZONING BYLAW (i.e. SIDEYARDS, SETBACKS, REARYARDS ETC.)
- LOT IS IN THE R1-A ZONE.
- BUILDER TO VERIFY LOCATION OF ABOVE GROUND STRUCTURES (i.e. TRANSFORMERS, STREET LIGHTS, HYDRANTS, REESTRALS ETC.) DOES NOT CONFLICT WITH DRAINAGE ENTRANCE LOCATION (1.5m MINIMUM CLEARANCE)
- WELDING TILE DRAINAGE AROUND HOUSE FOOTING TO BE DISCHARGED TO GRADE VIA A SUMP PUMP
- GARAGE FLOOR TO BE 0.15m BELOW THE SET TOP OF FOUNDATION ELEVATION.
- THE BUILDER/CONTRACTOR IS TO ENSURE FOOTINGS ARE FOUNDED ON SOIL CAPABLE OF SUPPORTING THE ANTICIPATED LOADS.
- BUILDER TO VERIFY EXISTING SANITARY LATERALS WILL ACCOMMODATE PROPOSED UNDERSIDE OF FOOTING ELEVATION
- DIRECT RAINWATER LEADERS TO SOVEREIGN STREET WHERE POSSIBLE.
- THE SILTATION & EROSION CONTROL (SEC) MEASURES ILLUSTRATED ON THIS PLAN ARE CONSIDERED TO BE THE MINIMUM REQUIREMENT. SITE CONDITIONS MAY REQUIRE ADDITIONAL MEASURES WHICH WILL BE IDENTIFIED BY THE ENGINEER DURING CONSTRUCTION.
- ALL SEC MEASURES ARE TO BE IN PLACE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- OWNER/CONTRACTOR TO MAINTAIN EROSION CONTROL MEASURES THROUGHOUT SITE UNTIL A COMPLETE GRASS/VEGETATION COVER IS ACHIEVED.
- ONLY AT THE DIRECTION OF THE ENGINEER ARE THE SEC MEASURES TO BE REMOVED.
- SITE WORKS ARE TO BE STAGED IN SUCH A MANNER THAT EROSION WILL BE MINIMIZED, AND THE CONSULTANT MUST PROVIDE CONFIRMATION THAT ALL APPROVED SILTATION AND EROSION CONTROL FACILITIES HAVE BEEN INSTALLED PRIOR TO THE COMMENCEMENT OF ANY GRADING, EXCAVATION OR DEMOLITION.
- CLEARING AND GRUBBING OF THE SITE SHOULD BE KEPT TO A MINIMUM AND VEGETATION REMOVED ONLY IN ADVANCE OF IMMEDIATE CONSTRUCTION.
- STOCKPILES OF EARTH OR TOPSOIL ARE TO BE LOCATED AND PROTECTED TO MINIMIZE ENVIRONMENTAL INTERFERENCE. EROSION CONTROL FENCING IS TO BE INSTALLED AROUND THE BASE OF ALL STOCKPILES.
- THE OWNER IS RESPONSIBLE TO ENSURE THE MUNICIPAL ROADWAYS ARE CLEANED OF ALL SEDIMENTS FROM VEHICULAR TRACKING ETC. TO AND FROM THE SITE, AT THE END OF EACH WORKDAY.
- ALL DISTURBED AREAS, NOT INCLUDED IN THE CONSTRUCTION ZONE, ARE TO BE TOPSOILED AND SEEDED IMMEDIATELY AFTER COMPLETION OF AREA GRADING.
- ALL EXISTING AND PROPOSED CATCHBASINS ON THE SUBJECT PROPERTY, PLUS ANY CATCHBASINS WITHIN THE INFLUENCE OF RUNOFF FROM THE SITE, ARE TO BE PROTECTED WITH FILTER CLOTH OR APPROVED EQUIVALENT.
- USE EXISTING SANITARY AND WATER SERVICES TO PROPERTY.

T.B.M. No. 1 ELEV. = 237.95m (GEO)

2	SITE STAT'S	11/27/23	S.L.M.
1	TITLE BLOCK	10/03/23	S.L.M.

J.H. COHOON  
ENGINEERING  
LIMITED  
CONSULTING ENGINEERS

440 HARDY ROAD, UNIT #1, BRANTFORD - ONTARIO, N3T 5L8  
TEL. (519) 753-2656 FAX. (519) 753-4263 www.cchooneng.com

PROPOSED SINGLE FAMILY DWELLING  
94 SOVEREIGN STREET WEST  
(WATERFORD, ONTARIO)  
NORFOLK COUNTY

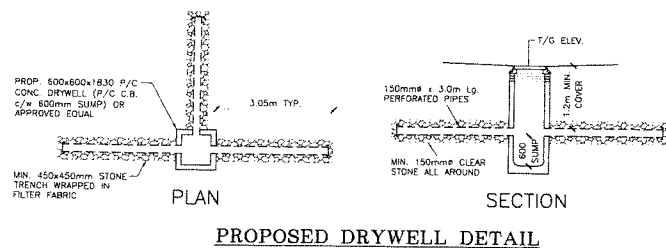
MAYBERRY HOMES

SITE DEVELOPMENT PLAN

J.C.T.	1:150
K.P.B.	
R.W.P.	16376
1 of 1	
SEPT. 13/23	16376-1



JOHN STREET



### SITE STATISTICS

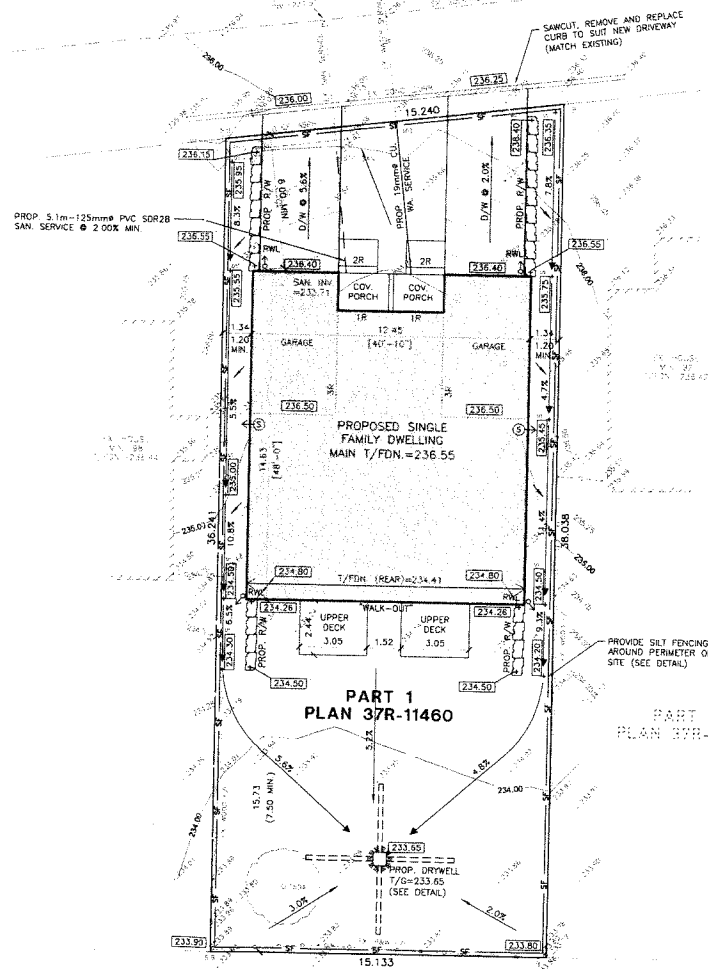
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LOT AREA (sq. m.)	561.98	450 MIN.	✓
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GROUND FLOOR AREA (sq. m.)	174.20	N/A	✓
STREET SETBACK (m)	6.00	6.00 MIN.	✓
REAR YARD (m)	15.73	7.50 MIN.	✓
SIDE YARD (m)	1.34	1.20 MIN.	✓
BUILDING HEIGHT (m)	7.62±	11.00 MAX.	✓

### LEGEND

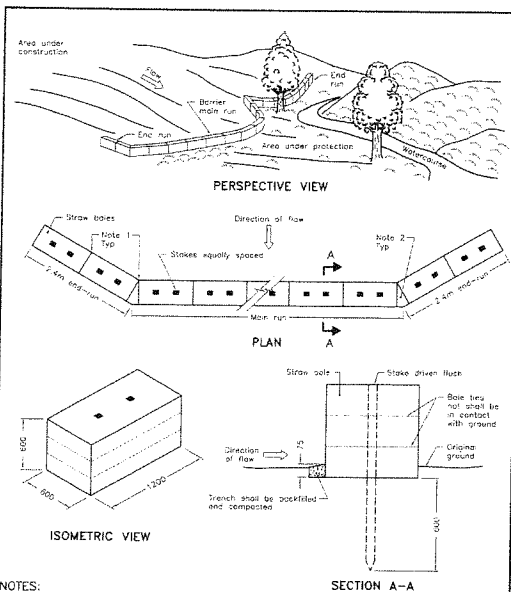
EXISTING ELEVATIONS	236.00
PROPOSED ELEVATIONS	236.00
PROPOSED SWALE ELEVATIONS	236.00
PROPOSED TOP OF RET. WALL ELEVATIONS	236.00
PROPOSED SWALE	236.00
GENERAL DRAINAGE	236.00
PROPOSED SUMP PUMP DISCHARGE	236.00
PROPOSED DOWNSPOUT c/w CONCRETE SPLASH PAD	236.00
PROPOSED PRE-ASSEMBLED SILTATION CONTROL FENCING	236.00
SILT SACK AS SHOWN	236.00



### SOVEREIGN STREET WEST



PROP. MAIN TOP/FDN = 236.55m
BASED ON 0.15m EXPOSED AT FRONT
PROP. U/S FTG (FRONT) = 234.01m
BASED ON 2.39m [7'-10"] FDN WALL & 0.15m [6"] FTG (TYPICAL)
PROP. FIN. FLOOR = 236.98m
PROP. BSM'T FLOOR = 234.26m
PROP. U/S FTG (REAR) = 233.05m



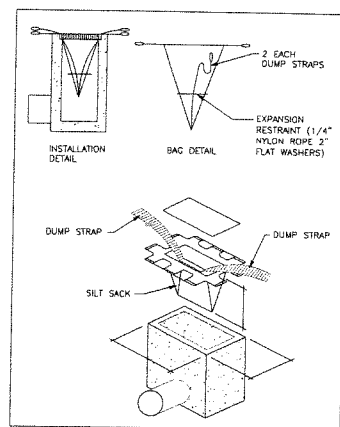
NOTES:  
1. Straw bales shall be balled tightly against adjoining bales to prevent sediment flow through barrier.  
2. Caulk and compact gaps with loose straw.  
3. All dimensions are in millimetres unless otherwise shown.

ONTARIO PROVINCIAL STANDARD DRAWING

Nov 2015 Rev 2

LIGHT-DUTY  
STRAW BALE BARRIER

OPSD 219.100



### SILT SACK DETAIL

### NOTES:

- ALL ELEVATIONS SHOWN ARE METRIC.
- BUILDER/OWNER TO VERIFY COMPLIANCE WITH ZONING BYLAW (IF, SIDEYARDS, SETBACKS, REARWARDS ETC.)
- LOT IS IN THE R1-A ZONE.
- BUILDER TO VERIFY LOCATION OF ABOVE GROUND STRUCTURES (E.G. TRANSFORMERS, STREET LIGHTS, HYDRANTS, PEDESTALS ETC.) DOES NOT CONFLICT WITH DRIVEWAY ENTRANCE LOCATION (1.5m MINIMUM CLEARANCE).
- WEEPING TILE DRAINAGE AROUND HOUSE FOOTING TO BE DISCHARGED TO GRADE VIA A SUMP PUMP.
- GARAGE FLOOR TO BE 0.15m BELOW THE SET TOP OF FOUNDATION ELEVATION.
- THE BUILDER/CONTRACTOR IS TO ENSURE FOOTINGS ARE FOUNDED ON SOIL CAPABLE OF SUPPORTING THE ANTICIPATED LOADS.
- BUILDER TO VERIFY EXISTING SANITARY LATERALS WILL ACCOMMODATE PROPOSED UNDERSIDE OF FOOTING ELEVATION.
- DIRECT RAINWATER LEADERS TO SOVEREIGN STREET WHERE POSSIBLE.
- THE SILTATION & EROSION CONTROL (SEC) MEASURES ILLUSTRATED ON THIS PLAN ARE CONSIDERED TO BE THE MINIMUM REQUIREMENT. SITE CONDITIONS MAY REQUIRE ADDITIONAL MEASURES WHICH WILL BE IDENTIFIED BY THE ENGINEER DURING CONSTRUCTION.
- ALL SEC MEASURES ARE TO BE IN PLACE PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- OWNER/CONTRACTOR TO MAINTAIN EROSION CONTROL MEASURES THROUGHOUT SITE UNTIL A COMPLETE GRASS/VEGETATION COVER IS ACHIEVED.
- ONLY AT THE DIRECTION OF THE ENGINEER ARE THE SEC MEASURES TO BE REMOVED.
- SITE WORKS ARE TO BE STAGED IN SUCH A MANNER THAT EROSION WILL BE MINIMIZED AND THE CONSULTANT MUST PROVIDE CONFIRMATION THAT ALL APPROVED SILTATION AND EROSION CONTROL FACILITIES HAVE BEEN INSTALLED PRIOR TO THE COMMENCEMENT OF ANY GRADING, EXCAVATION OR DEMOLITION.
- CLEARING AND GRUBBING OF THE SITE SHOULD BE KEPT TO A MINIMUM AND VEGETATION REMOVED ONLY IN ADVANCE OF IMMEDIATE CONSTRUCTION.
- STOCKPILES OF EARTH OR TOPSOIL ARE TO BE LOCATED AND PROTECTED TO MINIMIZE ENVIRONMENTAL INTERFERENCE. EROSION CONTROL FENCING IS TO BE INSTALLED AROUND THE BASE OF ALL STOCKPILES.
- THE OWNER IS RESPONSIBLE TO ENSURE THE MUNICIPAL ROADWAYS ARE CLEARED OF ALL SEGMENTS FROM VEHICULAR TRACKING ETC. TO AND FROM THE SITE, AT THE END OF EACH WORKDAY.
- ALL DISTURBED AREAS, NOT INCLUDED IN THE CONSTRUCTION ZONE, ARE TO BE TOPSOILED AND SEEDING IMMEDIATELY AFTER COMPLETION OF AREA GRADING.
- ALL EXISTING AND PROPOSED CATCHBASINS ON THE SUBJECT PROPERTY, PLUS ANY CATCHBASINS WITHIN THE INFLUENCE OF RUNOFF FROM THE SITE, ARE TO BE PROTECTED WITH FILTER CLOTH OR APPROVED EQUIVALENT.
- USE EXISTING SANITARY AND WATER SERVICES TO PROPERTY.

T.B.M. No. 1 ELEV. = 237.95m (GEO)

5' x 10' x 15' AS SHOWN

NO.	DATE	DESCRIPTION	BY
2	11/27/23	S.I.M.	
1	10/03/23	S.I.M.	

**J.H. COHOON  
ENGINEERING  
LIMITED**  
CONSULTING ENGINEERS

440 HARDY ROAD - UNIT #1 - BRANTFORD - ONTARIO, N3T 5L8  
TEL: (519) 753-2656 FAX: (519) 753-4263 www.cohooneeng.com

**PROPOSED SINGLE FAMILY  
DWELLING**  
94 SOVEREIGN STREET WEST  
(WATERFORD, ONTARIO)  
NORFOLK COUNTY

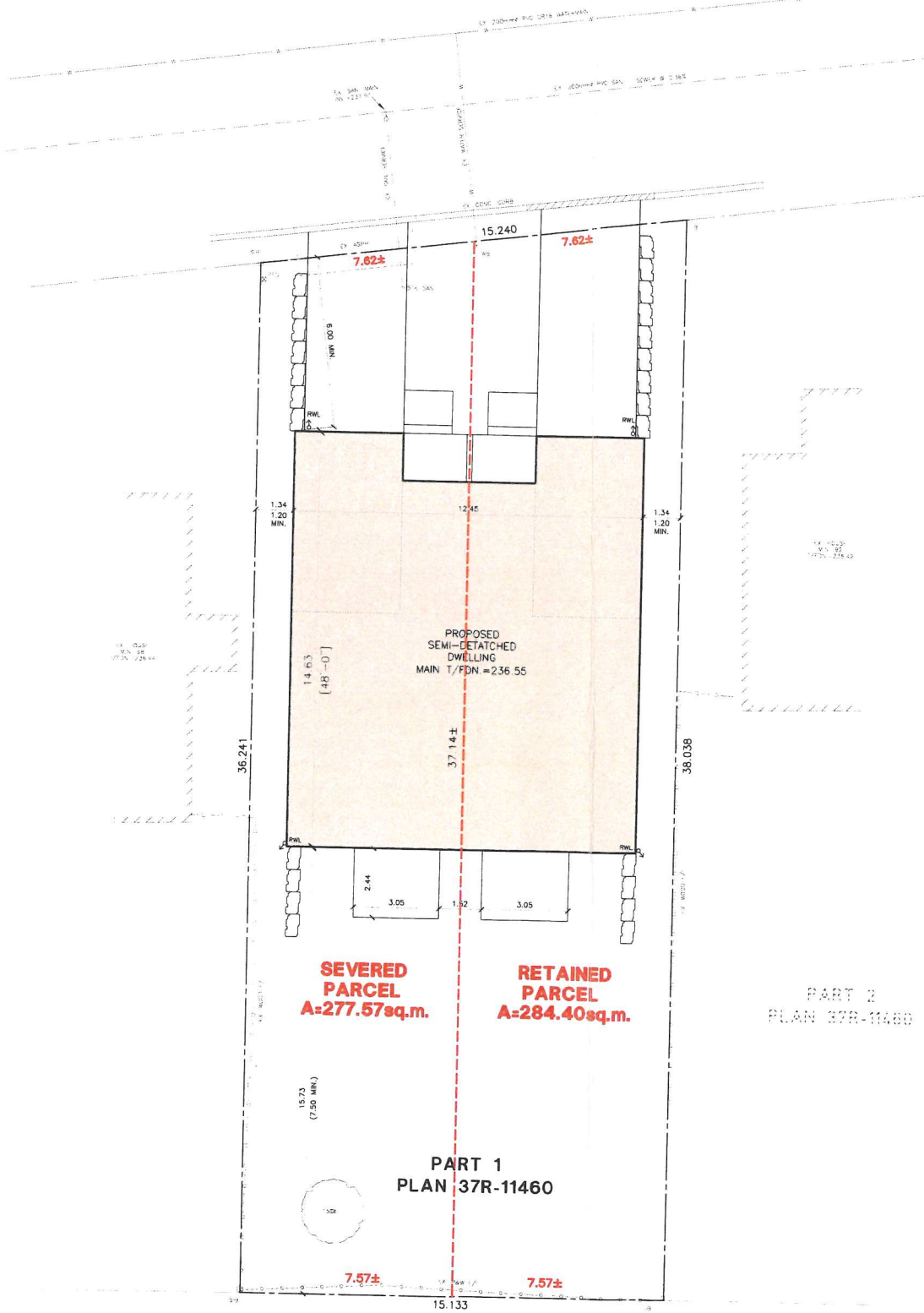
MAYBERRY HOMES

**SITE DEVELOPMENT  
PLAN**

DESIGN	J.C.T.	SCALE	1:150
DRAWN	K.P.B.		
CHECKED	R.W.P.		16376
SHEET	1 of 1		
DATE	SEPT. 13/23		16376-1



EX JAN 1971  
1/C = 23.65  
W INV = 23.65



PART 2  
PLANNING SETS - (14,000)

[illegible]

**J.H. COHOON  
ENGINEERING  
LIMITED**  
CONSULTING ENGINEERS

440 HARDY ROAD, UNIT #1, BRANTFORD - ONTARIO, N3T 5L8  
TEL (519) 753-2656 FAX: (519) 753-4263 [www.cohooneng.com](http://www.cohooneng.com)

PROPOSED SEMI-DETACHED  
DWELLING

94 SOVEREIGN STREET WEST  
(WATERFORD, ONTARIO)  
NORFOLK COUNTY

MAYBERRY HOMES

## SEVERANCE PLAN

DESIGN	J.C.T.	SCALE	1:100
--------	--------	-------	-------

DRAWN:	S.L.M.	JOH No
--------	--------	--------

CH-10400 R.W.P. 16376

1 of 1 DWG No. 10370

16376

16376-SEV






**MAP A**  
**CONTEXT MAP**  
Urban Area of WATERFORD

ZNPL2024076

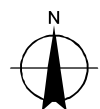


**Legend**

 Subject Lands

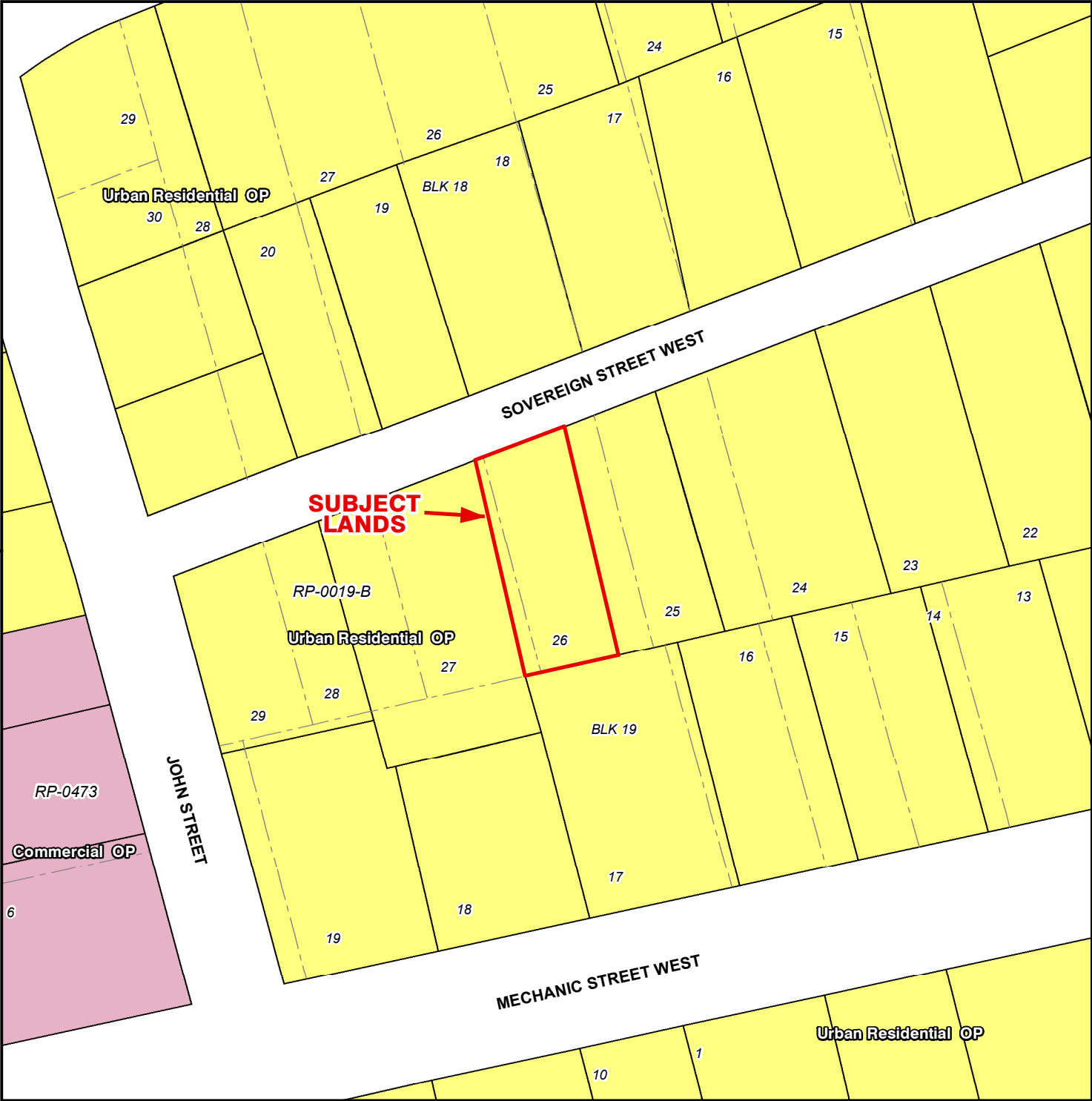
2020 Air Photo

4/17/2024



10 5 0 10 20 30 40  
Meters






**Legend**

 Subject Lands

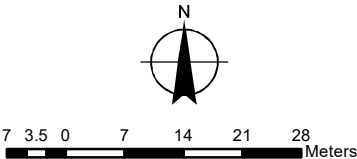
**Official Plan Designations**

 Urban Residential

 Commercial

 Urban Area Boundary

4/17/2024

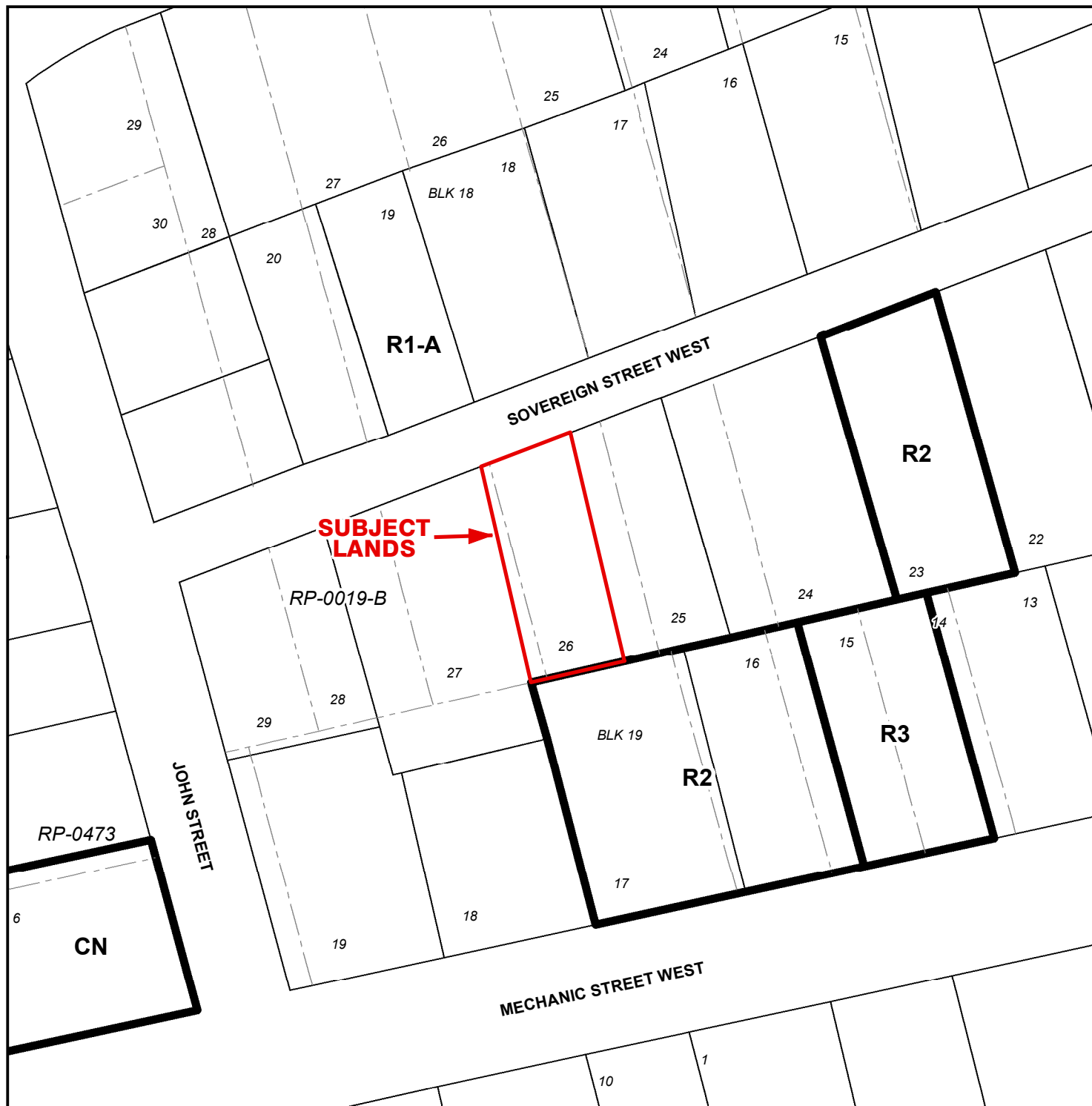


# MAP C

## ZONING BY-LAW MAP

Urban Area of WATERFORD

ZNPL2024076



### LEGEND

Subject Lands

ZONING BY-LAW 1-Z-2014

(H) - Holding

CN - Neighbourhood Commercial Zone

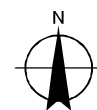
R1-A - Residential R1-A Zone

R2 - Residential R2 Zone

R3 - Residential R3 Zone

**From: R1-A  
To: R2**

4/17/2024



7 3.5 0 7 14 21 28 Meters

