



**IBI GROUP**  
101 – 410 Albert Street  
Waterloo ON N2L 3V3 Canada  
tel 519 585 2255  
[ibigroup.com](http://ibigroup.com)

March 26, 2021

Mr. Mohammad Alam  
Development Planner  
County of Norfolk  
185 Robinson Street, Simcoe  
ON N3Y 5L6

Dear Mr. Alam:

**SITE PLAN AND LIFTING OF HOLDING PROVISION APPLICATIONS  
ROB BLAKE WAY PROPOSED DEVELOPMENT  
WARREN D. SINCLAIR CONSTRUCTION LTD.**

On behalf of our client, Warren D. Sinclair Construction Ltd., please accept this letter and the following attached materials as the complete Site Plan Application and Lifting of Holding By-Law request with respect to a proposed townhouse development off of Rob Blake Way in the Simcoe urban area of the County of Norfolk:

- A signed copy of the development application form;
- Site Plan prepared by IBI Group;
- Landscape Plans prepared by IBI Group;
- Photometric Plan prepared by Rombald Engineering;
- Typical Building Elevations prepared by Creative Drafting;
- Environmental Impact Study prepared by Natural Resource Solutions Inc. (NRSI);
- An updated Functional Servicing and Stormwater Management Report prepared by IBI Group; and,
- Civil Engineering Plans prepared by IBI Group.

In December 2020, a corresponding Zoning By-Law Amendment and Vacant Condominium application were submitted to the County which are subject to ongoing review. Based on discussions with yourself and County engineering staff earlier this year we understood that from a technical perspective there were no major concerns with the development concept presented in these applications.

At this time, the applicant is advancing the Site Plan application for the townhouse portion of the development, which contemplates a 61 unit townhouse development based on an internal street network as shown on the proposed Site Plan. A corresponding request is being made by the applicant to remove the holding provision that currently applies to the site. The purpose of this holding by-law is to ensure that development of the property is subject to site plan approval, which is now being pursued by my client.

Mr. Mohammad Alam  
Development Planner  
County of Norfolk  
185 Robinson Street, Simcoe  
ON N3Y 5L6 – March 26, 2021

Once you have had an opportunity to review and circulate the proposal, we would look forward to meeting with you and members of the County site plan review committee to discuss the application and identify if/where any revisions may be required. As discussed, it is our suggestion that the applications be processed concurrently with the Zoning By-Law Amendment and Vacant Land Condominium applications to ensure that the site plan conforms to the zoning - including site-specific regulations - proposed for the site.

Should you have any questions about the proposed development and land use planning applications, and to schedule a meeting to discuss with the County site plan review committee, please contact the undersigned.

Sincerely,

**IBI GROUP**

A handwritten signature in black ink, appearing to read 'D. Galbraith', written in a cursive style.

David Galbraith

Associate – Manager, Planning



Decision Date 19th day of July, 2022  
Notice Date 29th day of July, 2022  
Appeal Deadline **18th day of August, 2022**

File Number ZNPL2021031  
By-Law Number 24-Z-2022

## **NOTICE OF THE PASSING OF A ZONING BY-LAW**

BY THE COUNCIL OF THE CORPORATION OF NORFOLK COUNTY

**TAKE NOTICE** that the Council of the Corporation of Norfolk County passed By-Law Number **24-Z-2022** on the 19th day of July, 2022 under Section 34(18) of the *Planning Act, R.S.O. 1990, c. P. 13*.

**AND TAKE NOTICE** that any person or agency may appeal to the Local Planning Appeal Tribunal in respect of the By-Law by filing an Appellant Form with the Clerk of Norfolk County not later than the **18th day of August, 2022**.

If you wish to appeal to the Local Planning Appeal Tribunal, a copy of the Appellant Form is available from the LPAT website at [www.elto.gov.on.ca](http://www.elto.gov.on.ca) or planners can provide assistance. The Appellant Form must set out the reasons for the appeal and be accompanied by the fee of \$1,100.00 required by the Local Planning Appeal Tribunal. Fees are payable by certified cheque or money order and should be made payable to the "Minister of Finance". You must submit the completed Appellant Form and prescribed fee to the attention of the Clerk, Norfolk County, 50 Colborne Street South, Simcoe ON N3Y 4H3.

Only individuals, corporations and public bodies may appeal a By-Law of Norfolk County to the Local Planning Appeal Tribunal. An appeal may not be filed by an unincorporated association or group. However, an appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the By-Law was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Local Planning Appeal Tribunal, there are reasonable grounds to add the person or public body as a party.

DATED at Norfolk County this  
29th day of July, 2022

The Corporation of Norfolk County  
519.426.5870 / 519.875.4485 / 519.582.2100 ext. 1340



## PURPOSE AND EFFECT

This By-Law affects a parcel of land described as Part Lots 16 and 17, Concession Gore, Geographic Township of Woodhouse, designated as Parts 1 and 2, Plan 37R9515 and Parts 1 and 2, Plan 37R-10116, together with an easement over Part 4 on Plan 37R9515 as in NR602508, Simcoe, Norfolk County.

1. The purpose of this By-Law is to change the zoning on the subject lands, Part-1 and Part-2 on Map A (attached to and forming part of this By-Law) from Urban Residential Type 4 Zone (R4) with a holding (H) and special provision 14.617 to Urban Residential Type 4 Zone (R4) and Urban Residential Type 6 Zone (R6) with a holding (H) and special provision 14.972 respectively;
2. A holding "(H)" provision is being placed on the zoning on the subject lands to ensure a site plan agreement is executed and registered on title. As well the holding will remain until the servicing capacities are confirmed and allocated by the General Manager of Environment and Infrastructure Services or anyone designated by Norfolk County.

The complete By-Law describing the lands to which the By-Law applies and the key map showing the location of the lands to which the By-Law applies is attached for your review.

Additional information regarding the proposed Zoning Amendment and Draft Plan of Condominium is available to the public for inspection at the Planning Department, Norfolk County, 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6 between 8:30 a.m. and 4:30 p.m., Monday to Friday or by calling 519.426.5870 ext 1828 or emailing [mohammad.alam@norfolkcounty.ca](mailto:mohammad.alam@norfolkcounty.ca).



## **The Corporation of Norfolk County**

### **By-Law 24-Z-2022**

**Being a By-Law to Amend Zoning By-Law 1-Z-2014, as amended, for property described as Part Lots 16 and 17, Concession Gore, Geographic Township of Woodhouse, designated as Parts 1 and 2, Plan 37R9515 and Parts 1 and 2, Plan 37R-10116, together with an easement over Part 4 on Plan 37R9515 as in NR602508, Simcoe.**

**WHEREAS** Norfolk Council is empowered to enact this By-Law, by virtue of the provisions of Section 34 and 36(1) (Holding) of the *Planning Act, R.S.O. 1990, CHAPTER P.13*, as amended;

**AND WHEREAS** this By-Law conforms to the Norfolk County Official Plan.

**NOW THEREFORE** the Council of The Corporation of Norfolk County hereby enacts as follows:

1. That Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by changing the zoning of the subject lands identified on Map A (attached to and forming part of this By-Law) with Part-1 and Part-2 in accordance with the following modifications:

Part-1: from Urban Residential Type 4 *Zone* (R4) with a holding (H) and Special Provision 14.617 to Urban Residential Type 4 *Zone* (R4) with a holding (H) and Special Provision 14.972;

Part-2: from Urban Residential Type 4 *Zone* (R4) with a holding (H) and Special Provision 14.617 to Urban Residential Type 6 *Zone* (R6) with a holding (H) and Special Provision 14.972.

2. That Subsection 14 Special Provisions is hereby further amended by removing Special Provision 14.617 and adding the new Special Provision 14.972 as follows:

14.972 Notwithstanding the zoning provisions of this By-Law the following provisions shall apply to the lands identify as Part-1 and Part-2 in the Schedule A of By-Law 1-Z-2014:

- a. That the lands shall be considered as one lot for the purpose of identifying *front*, *rear*, and *interior side lot lines* and *setbacks* as follows:

*Lot lines:*



- i. *Front Lot Line*: Along Rob Blake Way
- ii. *Rear Lot Line*: Along Southerly property line
- iii. *Interior Side Lot Lines*: All other *Lot lines*

*Setbacks:*

- i. *Front Yard*: 53 metres
  - ii. *Rear Yard*: 21 metres
  - iii. *Interior Side Yard*: 3 metres
  - iv. Minimum enclosed porch and deck from interior side lot lines: 1 metre
  - v. Minimum enclosed porch and deck on a slope where it reached a height of 2 metre above grade: 1 metre
- b. That in lieu of the corresponding provisions of section 4.2.5 a) of By-Law 1-Z-2014, a minimum of 33% of the front yard shall be landscape area;

Part-1

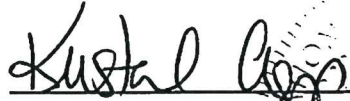
- c. That in lieu of the corresponding provisions in the Urban Residential Type 4 *Zone* (R4), the following shall apply:
- a) number of *parking spaces*:
    - i. residential *parking spaces* – 2 space/dwelling unit;
    - ii. visitor *parking spaces* – 1 space for every 3 dwelling units


Part-2

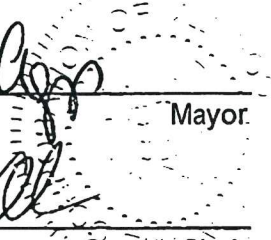
- d. That in lieu of the corresponding provisions in the Urban Residential Type 6 *Zone* (R6), the following shall apply:
- a) number of *parking spaces*:
    - iii. residential *parking spaces* – 1.25 space/dwelling unit;
    - iv. visitor *parking spaces* – 1 space for every 3 dwelling units

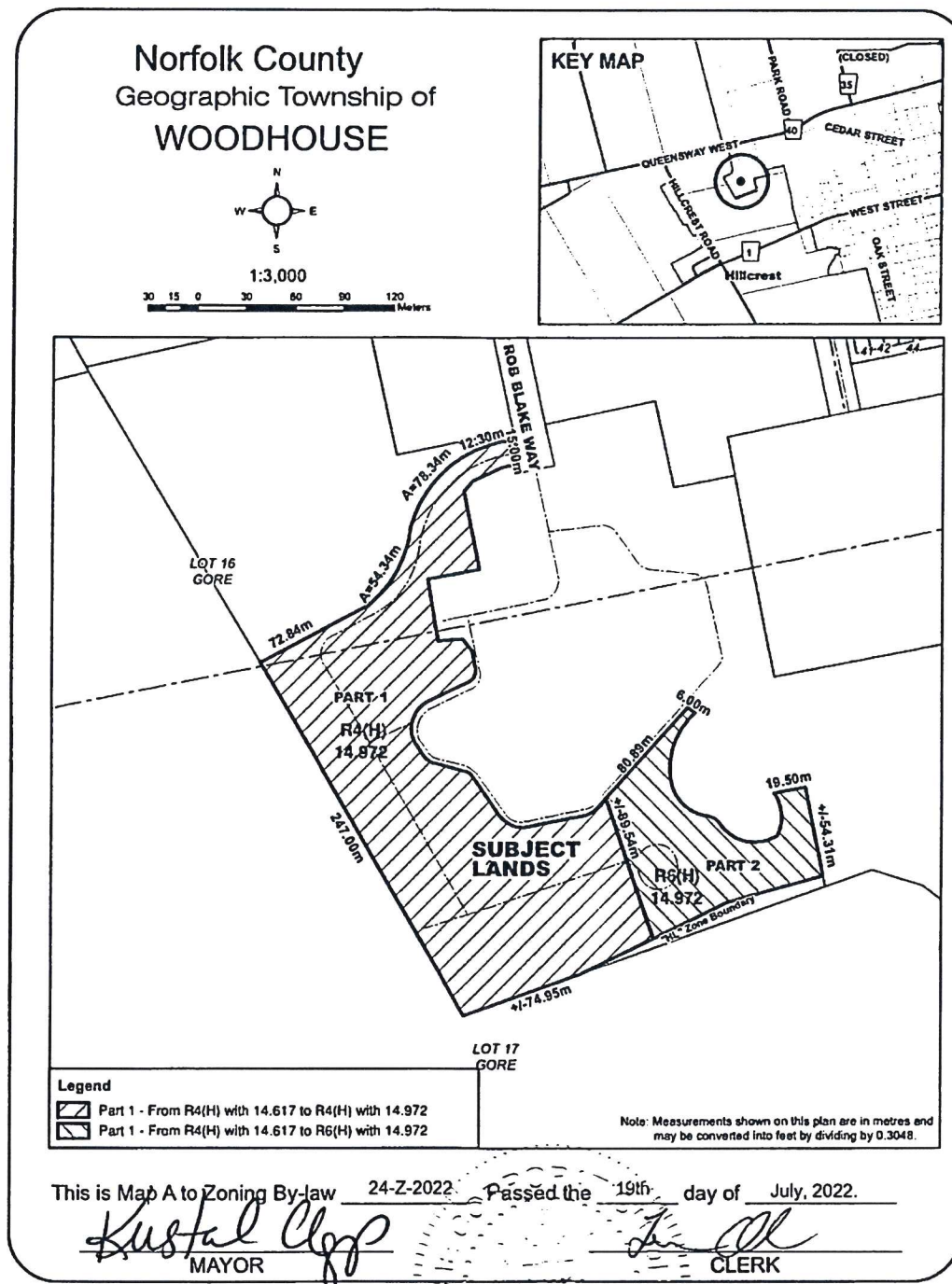
3. THAT Schedule A of By-Law 1-Z-2014, as amended, is hereby further amended by replacing the existing holding (H) with a new holding (H) on the subject lands identified on Map A (attached to and forming part of this By-Law);
4. That the holding (H) provision of this By-Law shall be removed upon the execution of a site plan agreement and only when the water and sewer capacity is allocated to the satisfaction of Norfolk County.
5. That the effective date of this By-Law shall be the date of passage thereof.

**ENACTED AND PASSED** this 19<sup>th</sup> day of July, 2022.

  
\_\_\_\_\_  
Mayor.

  
\_\_\_\_\_  
County Clerk







**Explanation of the Purpose and Effect of  
By-Law 24-Z-2022**

This By-Law affects a parcel of land described as Part Lots 16 and 17, Concession Gore, Geographic Township of Woodhouse, designated as Parts 1 and 2, Plan 37R9515 and Parts 1 and 2, Plan 37R-10116, together with an easement over Part 4 on Plan 37R9515 as in NR602508, Simcoe, Norfolk County.

1. The purpose of this By-Law is to change the zoning on the subject lands, Part-1 and Part-2 on Map A (attached to and forming part of this By-Law) from Urban Residential Type 4 Zone (R4) with a holding (H) and special provision 14.617 to Urban Residential Type 4 Zone (R4) and Urban Residential Type 6 Zone (R6) with a holding (H) and special provision 14.972 respectively;
2. A holding "(H)" provision is being placed on the zoning on the subject lands to ensure a site plan agreement is executed and registered on title. As well the holding will remain until the servicing capacities are confirmed and allocated by the General Manager of Environment and Infrastructure Services or anyone designated by Norfolk County.





Norfolk County  
185 Robinson Street  
Suite 100  
Simcoe ON N3Y 5L6

# RECEIPT OF PAYMENT

Page 1

WARREN D SINCLAIR CONSTRUCTION  
264 LAWRENCE AVE  
KITCHENER, ON N2M 1Y4

Receipt Number: 257825  
Tax Number:  
Date: June 14, 2023  
Initials: MB

Type	Account / Ref. #	Description	Quantity	Amount Paid
General	DSAGR	PD Site Plan Agreement	1	\$2,780.00
General	FFADM	Financial Administration Fee	1	\$447.00
General	DZART	PD Zoning Amendment Rem&Temp	1	\$924.00
Cheque Number: 22133				
Subtotal:				\$4,151.00
Taxes:				\$0.00
Total Receipt:				\$4,151.00
Cheque:				\$4,151.00

Total Amount Received:	\$4,151.00
Rounding:	\$0.00
Amount Returned:	\$0.00

WARREN D. SINCLAIR CONSTRUCTION LTD.

Norfolk County - Planning

06/08/2023

22133

22133

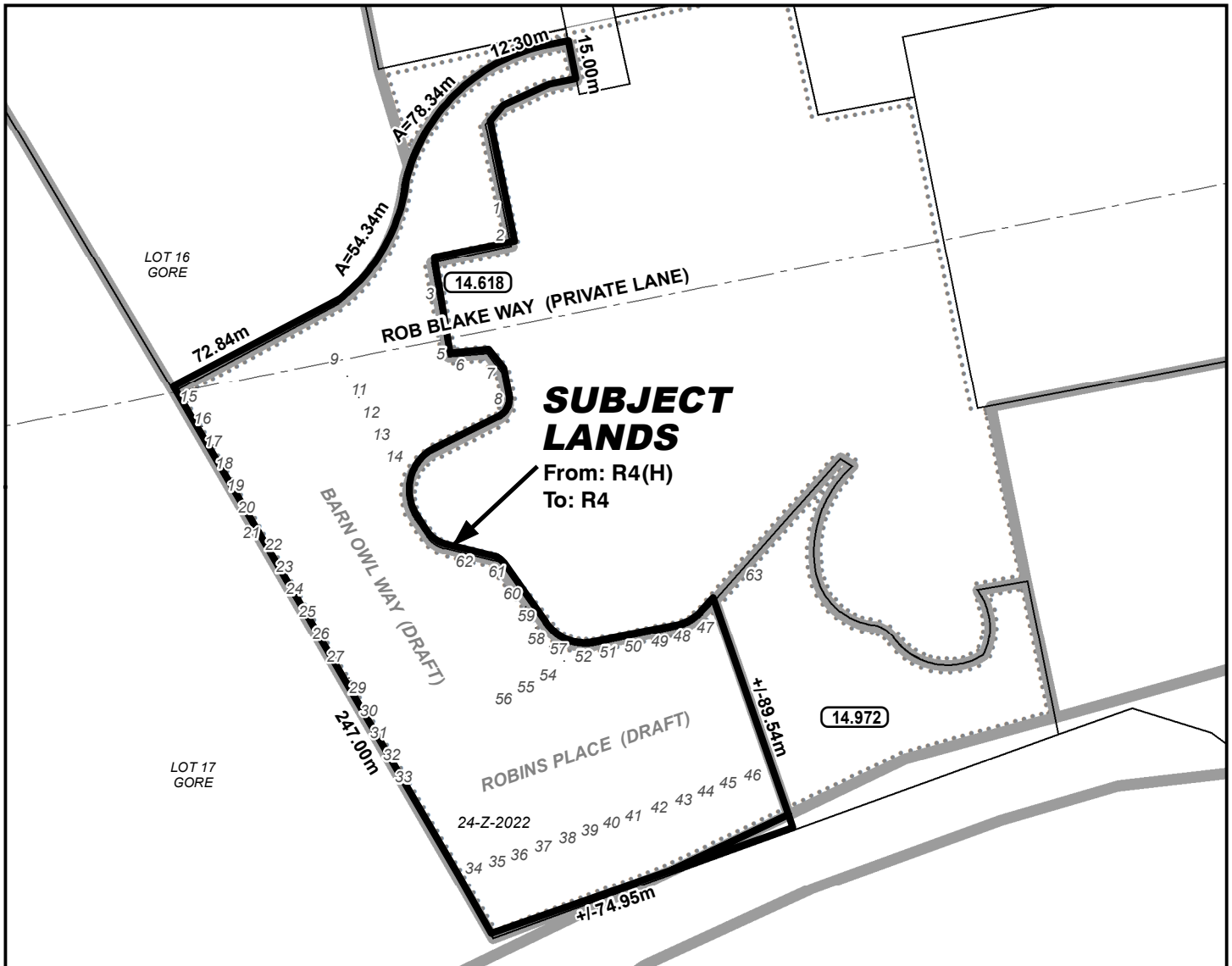
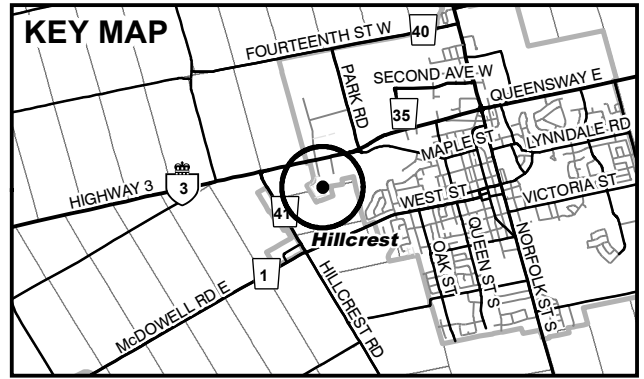
AGNPL2023177..... 4,151.00

Re: Site Plan # AGNPL 2023 177


Total 4,151.00

# MAP A

## ZONING BY-LAW AMENDMENT NORFOLK COUNTY in the Urban Area of SIMCOE



### LEGEND

 Subject Lands

From: R4(H)  
To: R4

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

(H) - Holding

A - Agricultural Zone

IC - Community Institutional Zone

HL - Hazard Land Zone

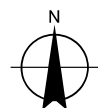
OS - Open Space Zone

PSW - Provincially Significant Wetland Zone

R4 - Residential R4 Zone

R6 - Residential R6 Zone

MR - Rural Industrial Zone



1:2,500

105 0 10 20 30 40  
Meters

This is MAP A to Zoning By-law \_\_\_\_\_ Passed the \_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Director of Planning: