

For Office Use Only:			
File Number	<u>ANPL2023132</u>	Application Fee	<u>\$1711.00</u>
Related File Number	<u>-</u>	Conservation Authority Fee	<u>N/A</u>
Pre-consultation Meeting	<u>-</u>	Well & Septic Info Provided	<u>N/A</u>
Application Submitted	<u>March 8, 2023</u>	Planner	<u>Hanne Yager</u>
Complete Application	<u>April 14, 2023</u>	Public Notice Sign	<u></u>

Check the type of planning application(s) you are submitting.

- Consent/Severance/Boundary Adjustment
- Surplus Farm Dwelling Severance and Zoning By-law Amendment
- Minor Variance
- Easement/Right-of-Way

Property Assessment Roll Number: 40201003970

A. Applicant Information

Name of Owner Jose + Brenda Melo

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 19 Serviceberry Lane

Town and Postal Code Simcoe N3Y 4Z6

Phone Number 519-323-8129

Cell Number N/A

Email joeemelo@gmail.com

Name of Applicant Jose + Brenda Melo

Address 19 Serviceberry Lane

Town and Postal Code Simcoe, N3Y 4Z6

Phone Number 519-323-8129

Cell Number

Email joeemelo@gmail.com

Name of Agent Bill Klyn Carpentry Inc. (Mark Klyn)
Address 2 Palmer street East
Town and Postal Code Norwich, NBT 1P0
Phone Number 519-424-2816
Cell Number 519-532-4494
Email mark@bklcarpentry.ca

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence and notices in respect of this application will be forwarded to the 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):
Plan NULCP40 Level 1 unit 18

Municipal Civic Address: 19 Serviceberry Lane, Simcoe
 Present Official Plan Designation(s): Urban Residential OP Amend. #22
 Present Zoning: R4 under site plan control

2. Is there a special provision or site specific zone on the subject lands?
 Yes No If yes, please specify:
Provision 14.828

3. Present use of the subject lands:
Residential Townhouses

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:

Existing townhouse to remain

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

Sunroom being added on top of existing deck.
To be used as outdoor screened in space.

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:

Proposed Sunroom - see attached drawings

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:

3-4 years

9. Existing use of abutting properties:

Residential, Farmland to the south.

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. **Failure to complete this section will result in an incomplete application.**

1. Site Information (Please refer to Zoning By-law to confirm permitted dimensions)

	Existing	Permitted	Provision	Proposed	Deficiency
Lot frontage	8.376m			8.376m	
Lot depth	29.970m			29.970m	
Lot width	8.376m			8.376m	
Lot area	251.03m ²			251.03m ²	
Lot coverage	140.51m ²			153.85m ²	
Front yard	5.13m			5.13m	
Rear yard	7.53m	6.0m		3.88m	2.12m
Height	3.96m	11.0m		3.96m	0m.
Left Interior side yard		1.2m		4.46m 3.91m	/
Right Interior side yard		1.2m.		0.21m 0.8m	0.4m 0.96m.
Exterior side yard (corner lot)					
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other					

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

Rear yard depth does not allow for anything to be added.
Existing deck is 0.24m from property line.

3. **Consent/Severance/Boundary Adjustment:** Description of land intended to be severed in metric units:

Frontage: _____

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Proposed final lot size (if boundary adjustment): _____

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

Description of land intended to be retained in metric units:

Frontage: _____

Depth: _____

Width: _____

Lot Area: _____

Present Use: _____

Proposed Use: _____

Buildings on retained land: _____

4. **Easement/Right-of-Way:** Description of proposed right-of-way/easement in metric units:

Frontage: _____

Depth: _____

Width: _____
Area: _____
Proposed Use: _____

5. Surplus Farm Dwelling Severances Only: List all properties in Norfolk County, which are owned and farmed by the applicant and involved in the farm operation

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: Yes No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: Yes No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: Yes No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
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Dwelling Present?: Yes No If yes, year dwelling built _____
Date of Land Purchase: _____

Owners Name: _____
Roll Number: _____
Total Acreage: _____
Workable Acreage: _____
Existing Farm Type: (for example: corn, orchard, livestock) _____
Dwelling Present?: Yes No If yes, year dwelling built _____
Date of Land Purchase: _____

Note: If additional space is needed please attach a separate sheet.

D. All Applications: 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:

Former farmland

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. All Applications: 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:

Proposed being installed onto an existing deck

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:

Proposed will not have an effect on water flow

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. All Applications: 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. All Applications: 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:

Serviceberry Lane

G. All Applications: Other Information

1. Does the application involve a local business? Yes No

If yes, how many people are employed on the subject lands?

2. Is there any other information that you think may be useful in the review of this application? If so, explain below or attach on a separate page.

H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies (number of paper copies as directed by the planner) and an **electronic version (PDF) of the 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. Existing and proposed easements and right of ways
4. Parking space totals – required and proposed
5. All dimensions of the subject lands
6. Dimensions and setbacks of all buildings and structures
7. Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures
8. Names of adjacent streets
9. Natural features, watercourses and trees

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:

- On-Site Sewage Disposal System Evaluation Form (to verify location and condition)
- Environmental Impact Study
- Geotechnical Study / Hydrogeological Review
- Minimum Distance Separation Schedule
- Record of Site Condition

Your development approval might also be dependent on Ministry of Environment Conservation and Parks, 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. 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.

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.

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.

Mark
Owner/Applicant/Agent Signature

Feb 22 2023
Date

J. Owner's Authorization

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

I/We Brenda J Melo am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Bill Klyn Carpentry (Mark) 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.

Brenda J Melo
DocuSign Envelope ID: 966E5FEE4D0D41F...
Owner

11/10/2022
Date

Owner

Date



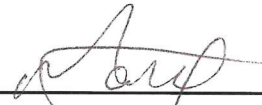
K. Declaration

I, Mark Klyn of Tillsonburg, ON
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:

Town of Simcoe




Owner/Applicant/Agent Signature

In Norfolk County

This 8th day of March

A.D., 2023



A Commissioner, etc.

Joelle Denine DeCoutere, a
Commissioner, etc., Province of Ontario.
for the Corporation of Norfolk County.
Expires September 2, 2024.



**Norfolk Vacant Land Condominium Corporation #40
Simcoe, Ontario**

February 20, 2023

Joe & Brenda Melo
19 Serviceberry Lane
Simcoe, Ontario, N3Y 0E7

Reference: Approval for Sunroom

The prepared permit drawings and specifications prepared by Shawn Sawatzky, Bill Klyn Carpentry was received via email on February 6, 2023 from Jose and Brenda Melo.

I have reviewed the drawings and on behalf of the Board of Directors approve the installation the sunroom as designed for the rear deck at 19 Serviceberry Lane, Simcoe.

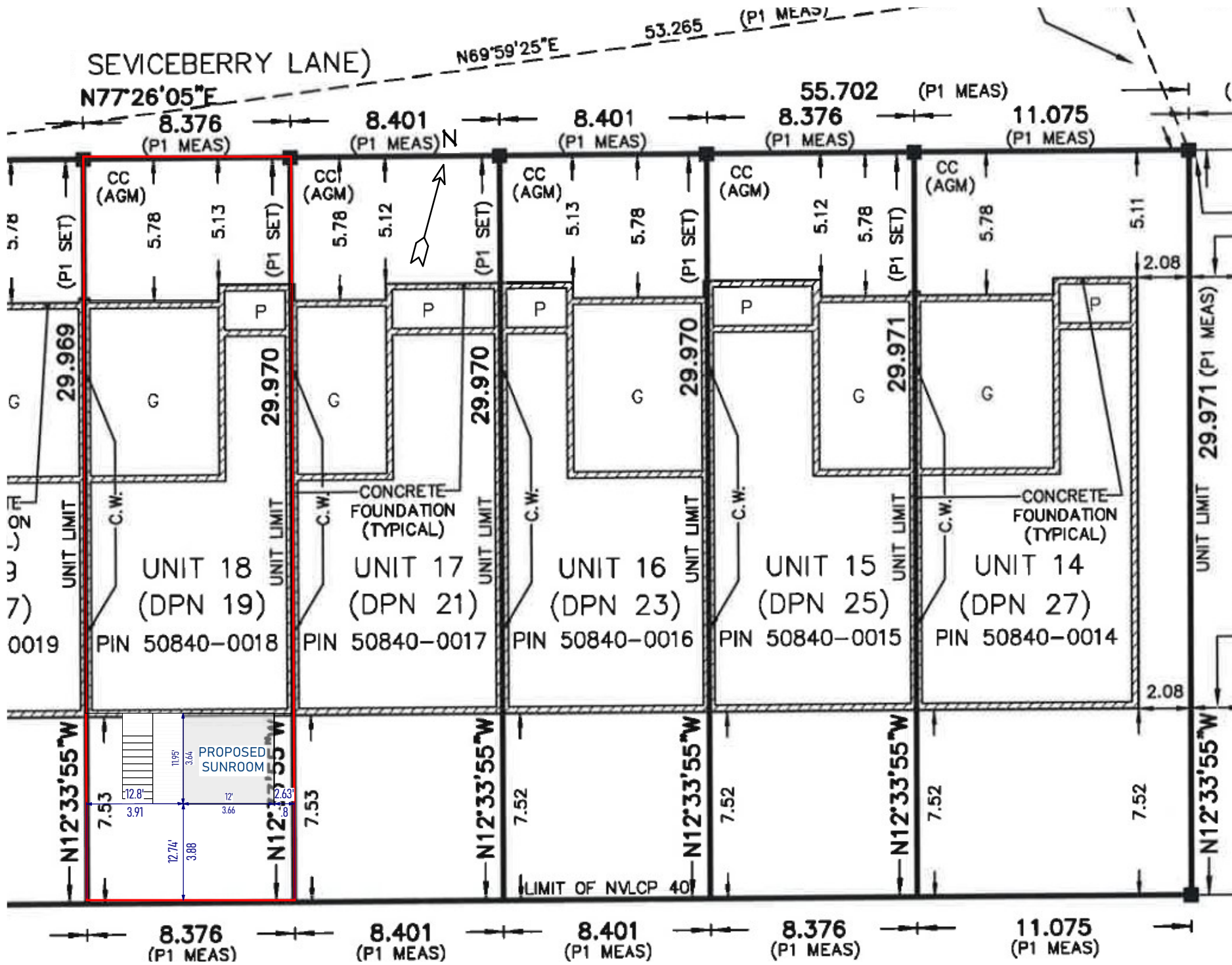
Please submit a copy of your building permit when received from Norfolk County for the Corporation's records.

Please submit a Certificate of Insurance from the installer when the project starts

I look forward to seeing the completed sunroom.

Yvonne Martin, OLCM
18 Holden Avenue
Simcoe, Ontario, N3Y 4E3
519-428-5793

SITE PLAN DATA	
LOT AREA.....	2,702ft ²
LOT COVERAGE.....	EXISTING..... 1512.5ft ²
	PROPOSED..... 143.5ft ²
	TOTAL..... 1,656ft ²
GFA/LOT AREA RATIO.....	61.3%



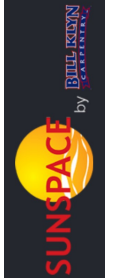
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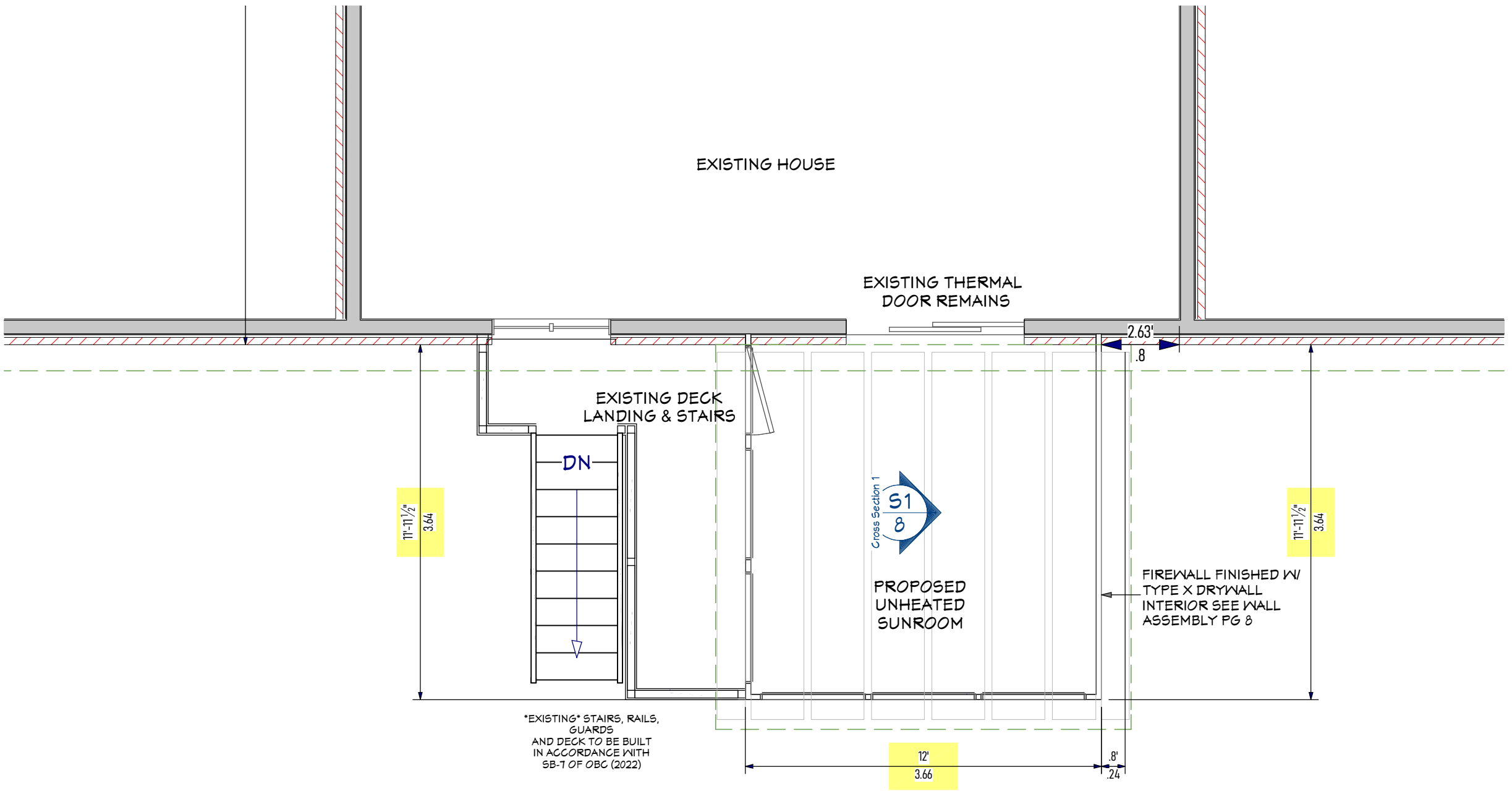
I CERTIFY THAT I, SHAWN SAWATZKY, HAVE REVIEWED AND TAKE RESPONSIBILITY FOR THIS DESIGN AND I HAVE MET THE REQUIREMENTS AND QUALIFICATIONS AS SET OUT IN THE ONTARIO BUILDING CODE. BCIN: 28441

1

OWNER:
19 Serviceberry Ln,
Simcoe, ON N3Y 4Z6

CONTRACTOR:
SunSpace by Bill Klyn Carpentry
2 Palmer St E, Norwich
ON N0J 1P0 (519) 424-2816





MAIN FLOOR

SCALE: 1/4" = 1'

DRAWN BY: SMS

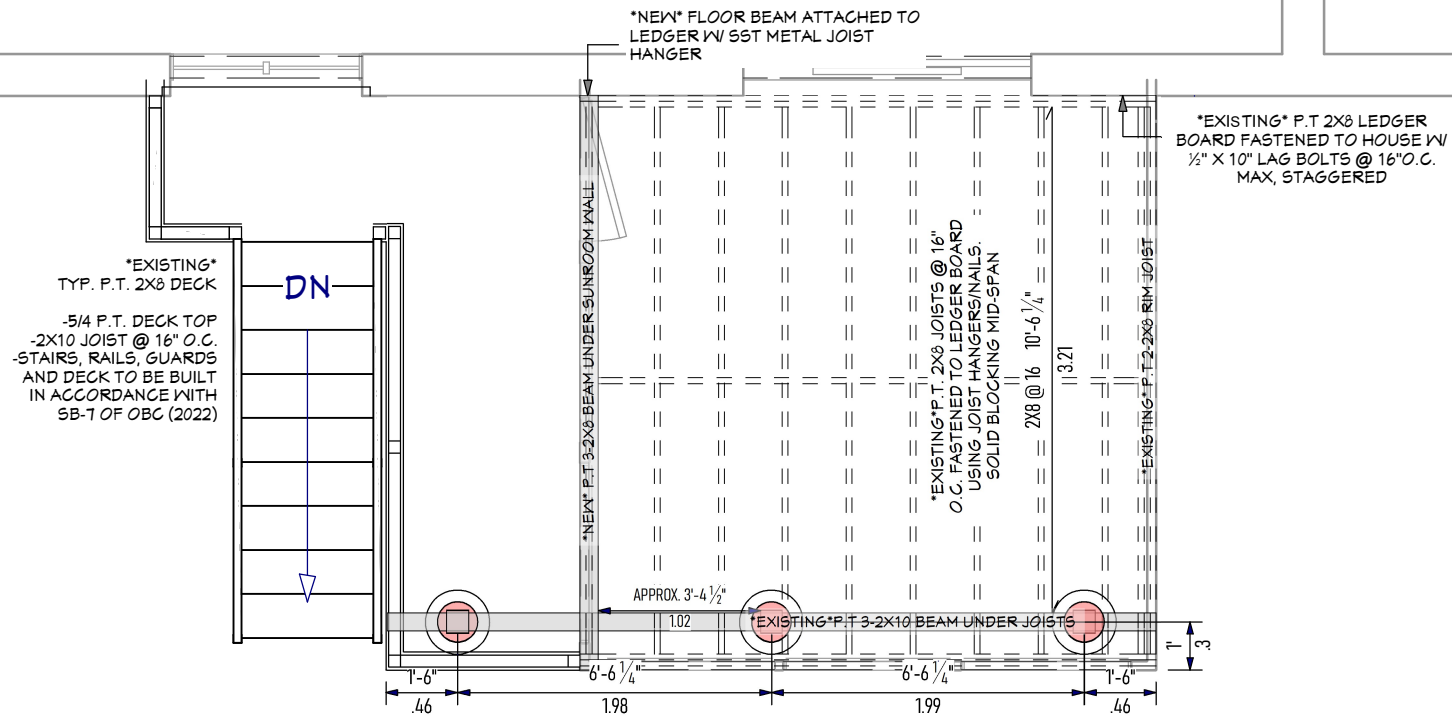
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2

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CONTRACTOR:
SunSpace by Bill Klyn Carpentry
2 Palmer St E, Norwich
ON N0J 1P0 (519)-424-2816





● = *EXISTING* 10" CONC. PIERS
 4' BELOW GRADE
 6X6 ATTACHED
 W/ SIMPSON STRONG TIE-
 REBAR CARPORT SADDLE

FLOOR FRAMING

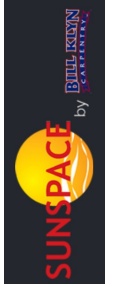
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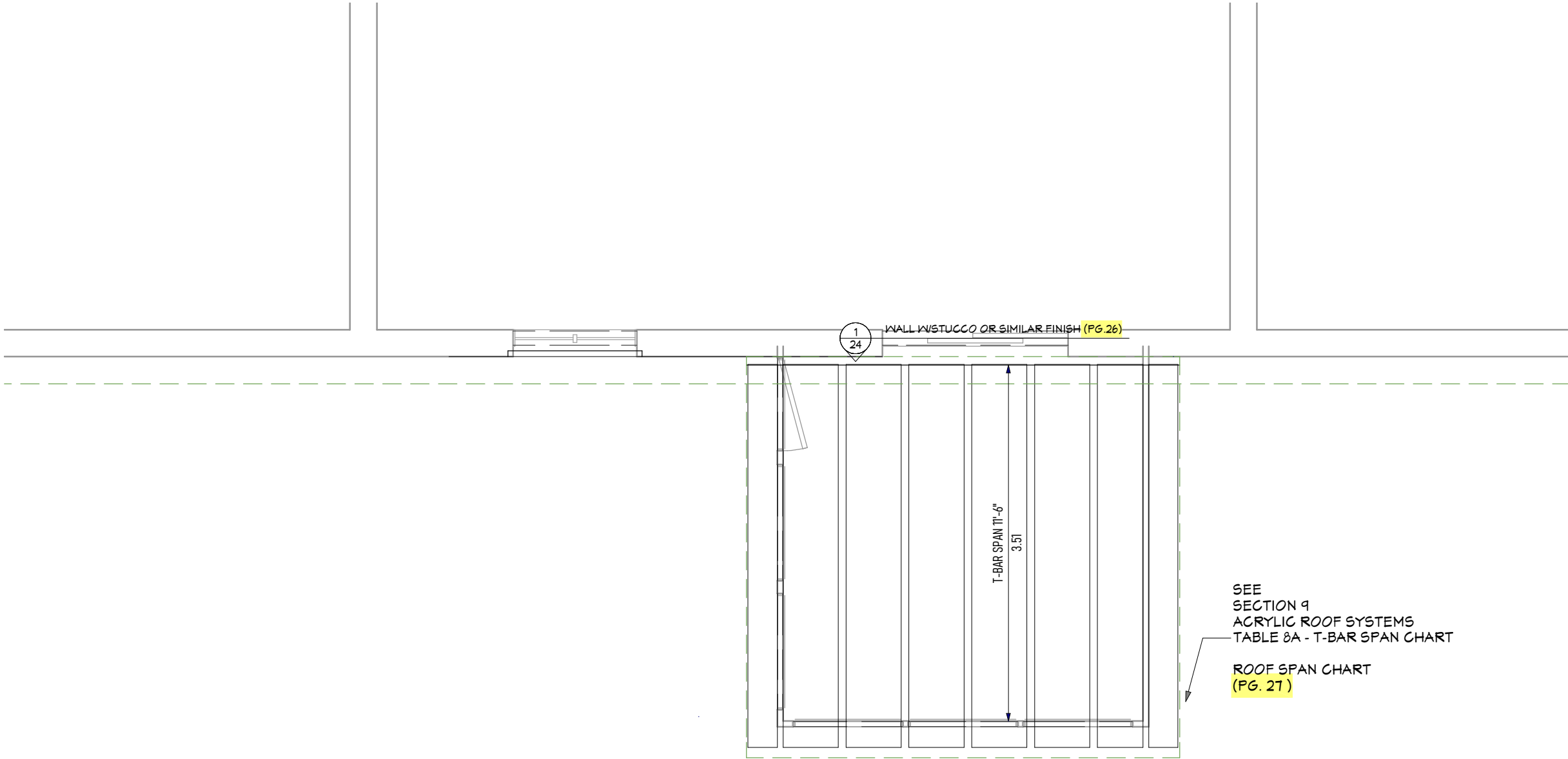
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3

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 Simcoe, ON N3Y 4Z6

CONTRACTOR:
 Sunspace by Bill Klyn Carpentry
 2 Palmer St. E., Norwich
 ON N0J 1P0 (519)-424-2816





ROOF PLAN

SCALE: 1/4" = 1'



CONTRACTOR:
 Sunspace by Bill Kynn Carpentry
 2 Palmer St E, Norwich
 ON N0J 1P0 (519)-424-2816

OWNER:
 19 Serviceberry Ln,
 Simcoe, ON N3Y 4Z6

4

DRAWN BY:
 SMS
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3'-6"
1.07
SEE ATTACHED P.ENG
APPROVED
INTEGRATED GUARD 42"
HIGH

REAR ELEVATION

SCALE: 1/4" = 1'

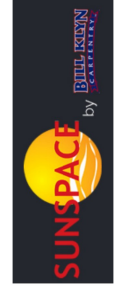
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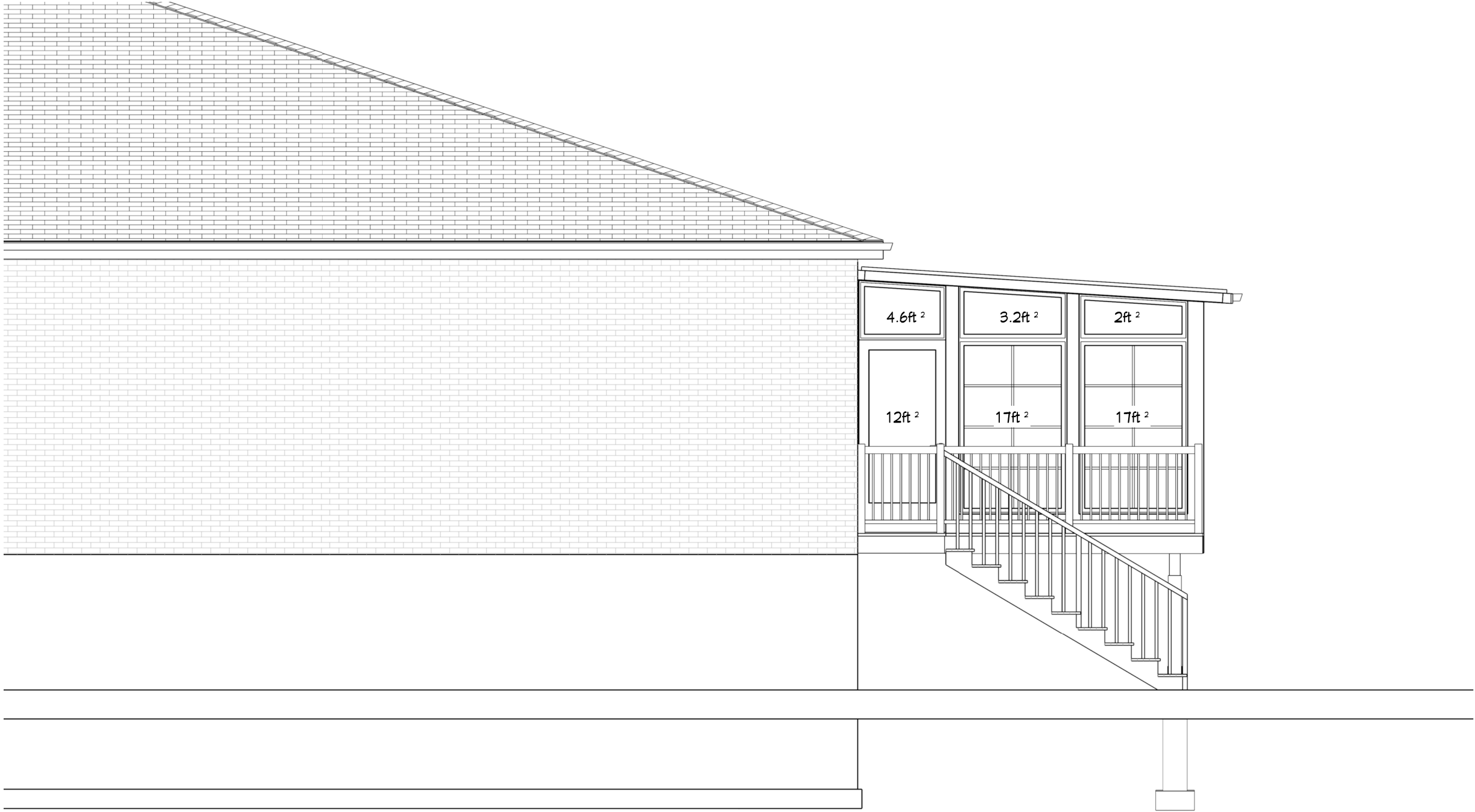
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5

OWNER:
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Simcoe, ON N3Y 4Z6

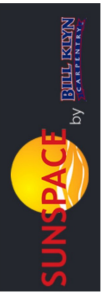
CONTRACTOR:
SunSpace by Bill Klyn Carpentry
2 Palmer St E, Norwich
ON N0J 1P0 (519)-424-2816





LEFT ELEVATION

SCALE: 1/4" = 1'



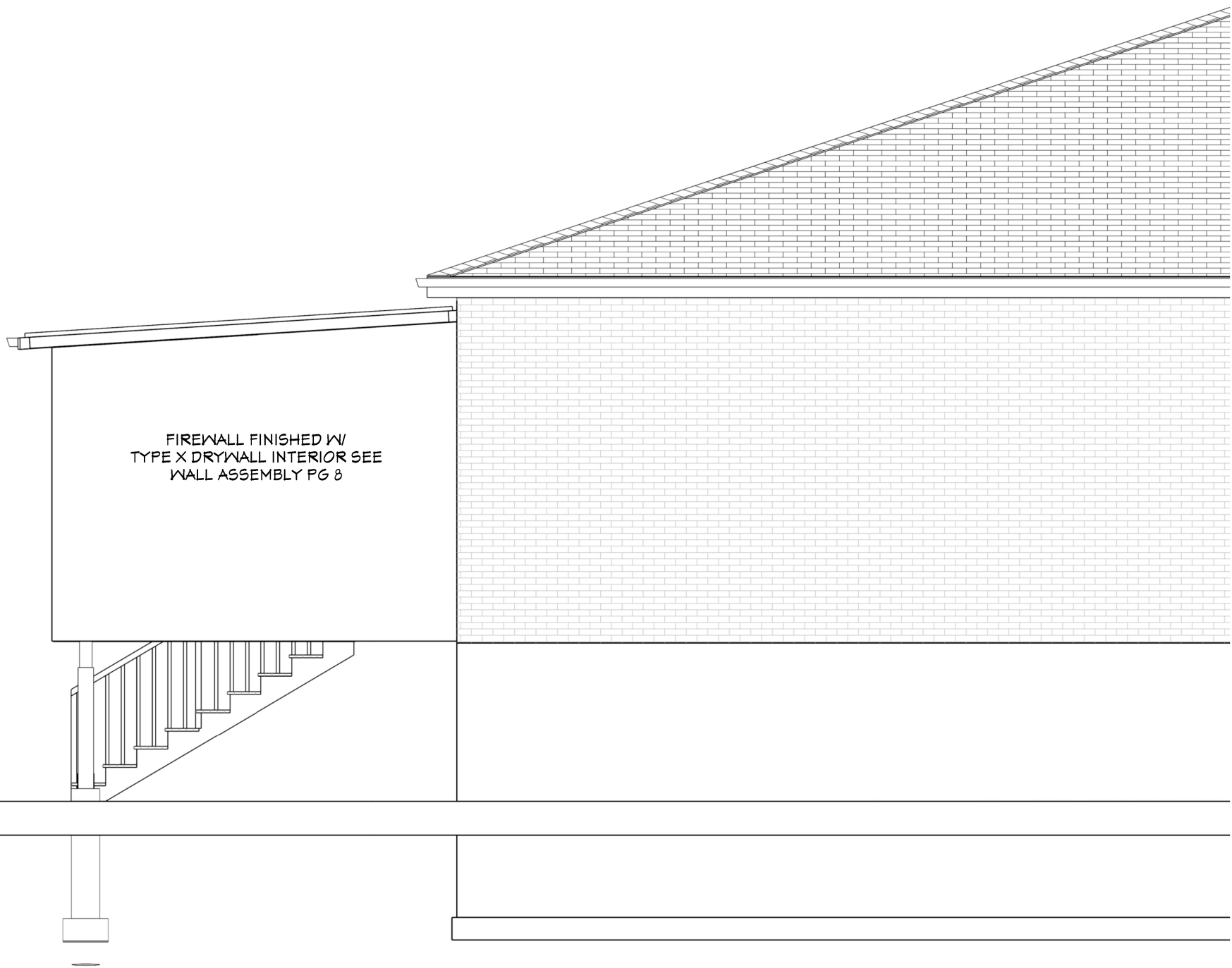
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 2 Palmer St E, Norwich
 ON N0J 1P0 (519)-424-2816

OWNER:
 19 Serviceberry Ln.,
 Simcoe, ON N3Y 4Z6

6

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 BCIN: 28441

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 SMS



FIREWALL FINISHED W/
TYPE X DRYWALL INTERIOR SEE
WALL ASSEMBLY PG 8

RIGHT ELEVATION

SCALE: 1/4" = 1'



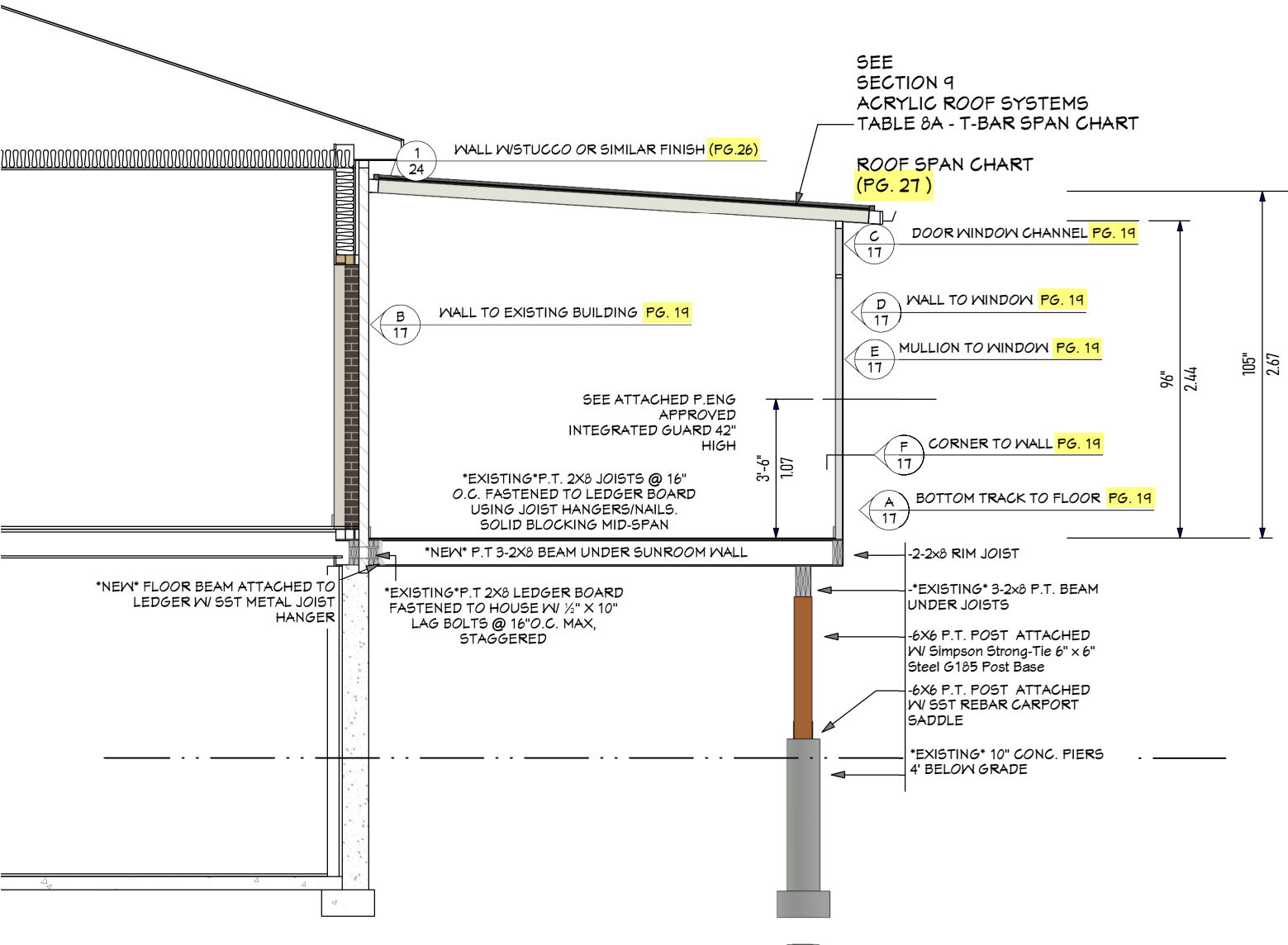
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7

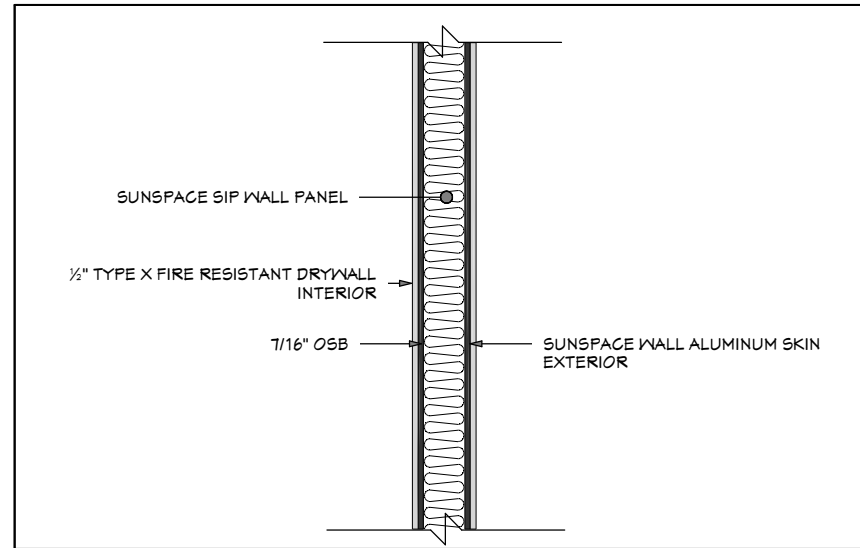
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BCIN: 28441

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SMS



CROSSSECTION S1

SCALE: 1/4" = 1'



FIRE RATED WALL ASSEMBLY

SCALE: NTS

MAP A


ANPL2023132

CONTEXT MAP

Geographic Township of WOODHOUSE

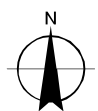


Legend

 Subject Lands

2020 Air Photo

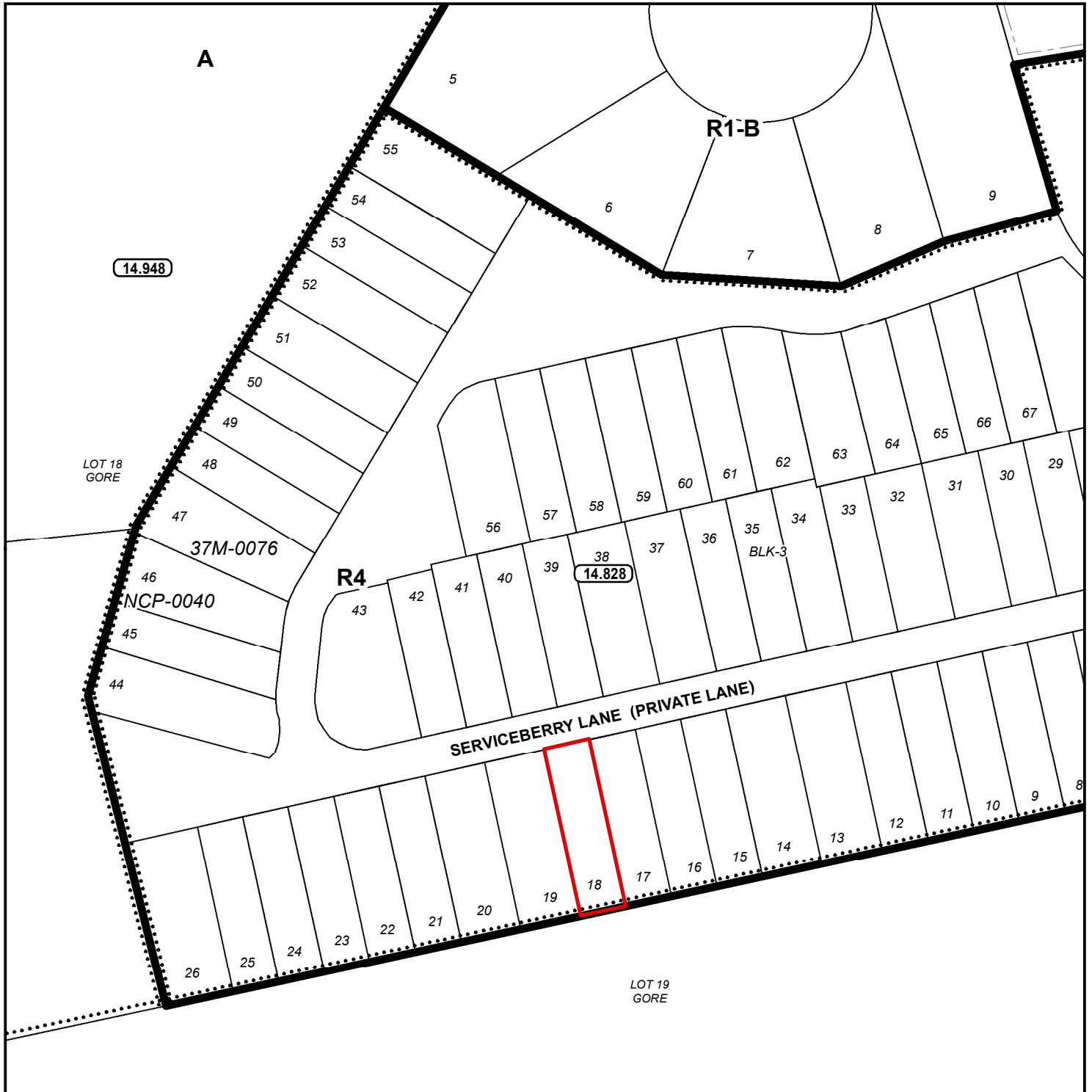
5/24/2023



20 10 0 20 40 60 80 Meters

MAP B
ZONING BY-LAW MAP
Geographic Township of WOODHOUSE

ANPL2023132



LEGEND

 Subject Lands

ZONING BY-LAW 1-Z-2014

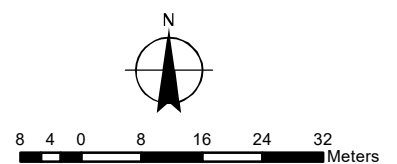
5/24/2023

(H) - Holding

A - Agricultural Zone

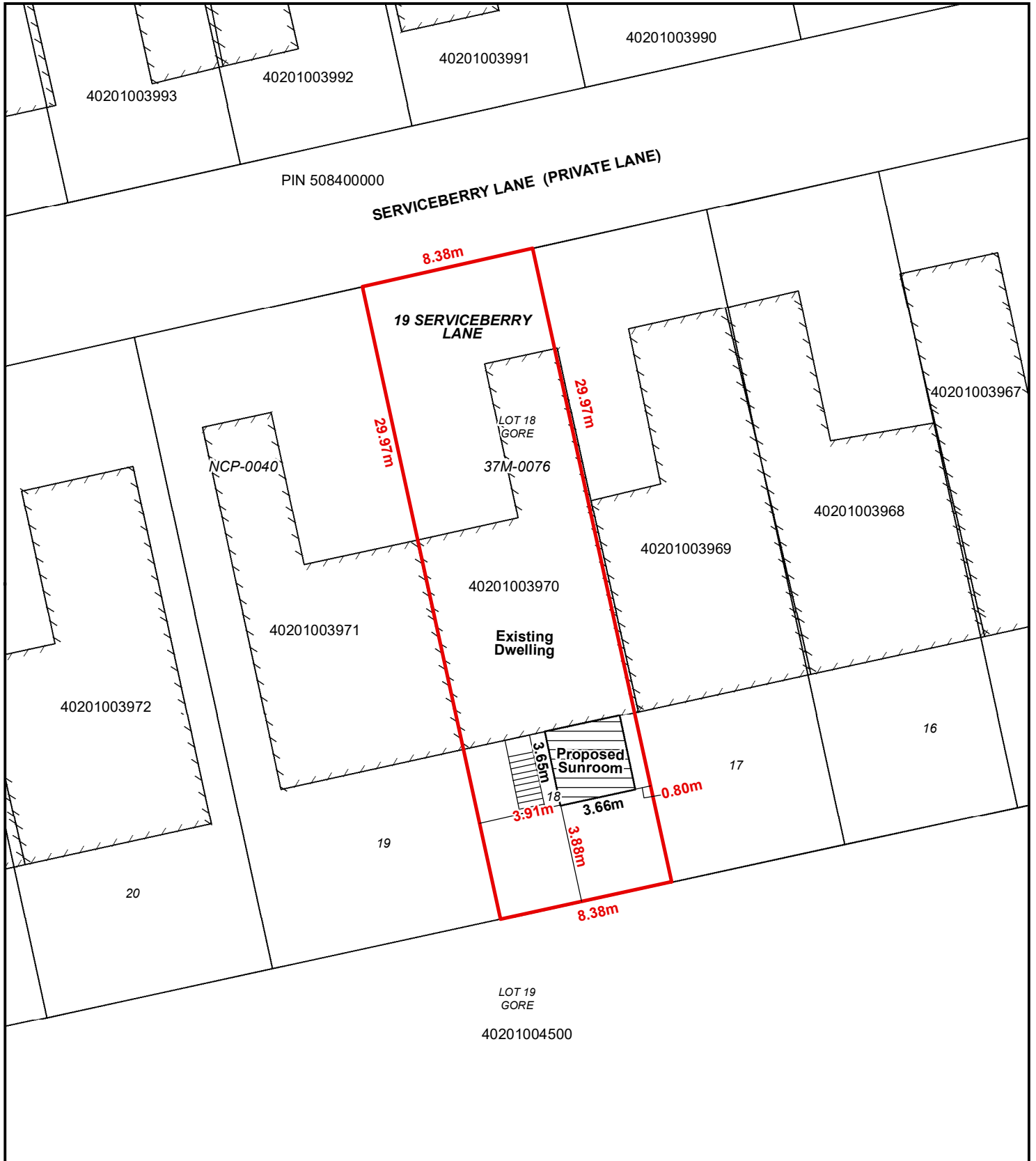
R1-B - Residential R1-B Zone

R4 - Residential R4 Zone




CONCEPTUAL PLAN

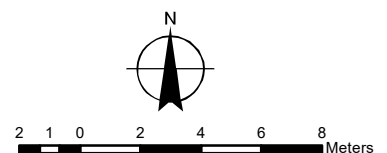
Geographic Township of WOODHOUSE



Legend

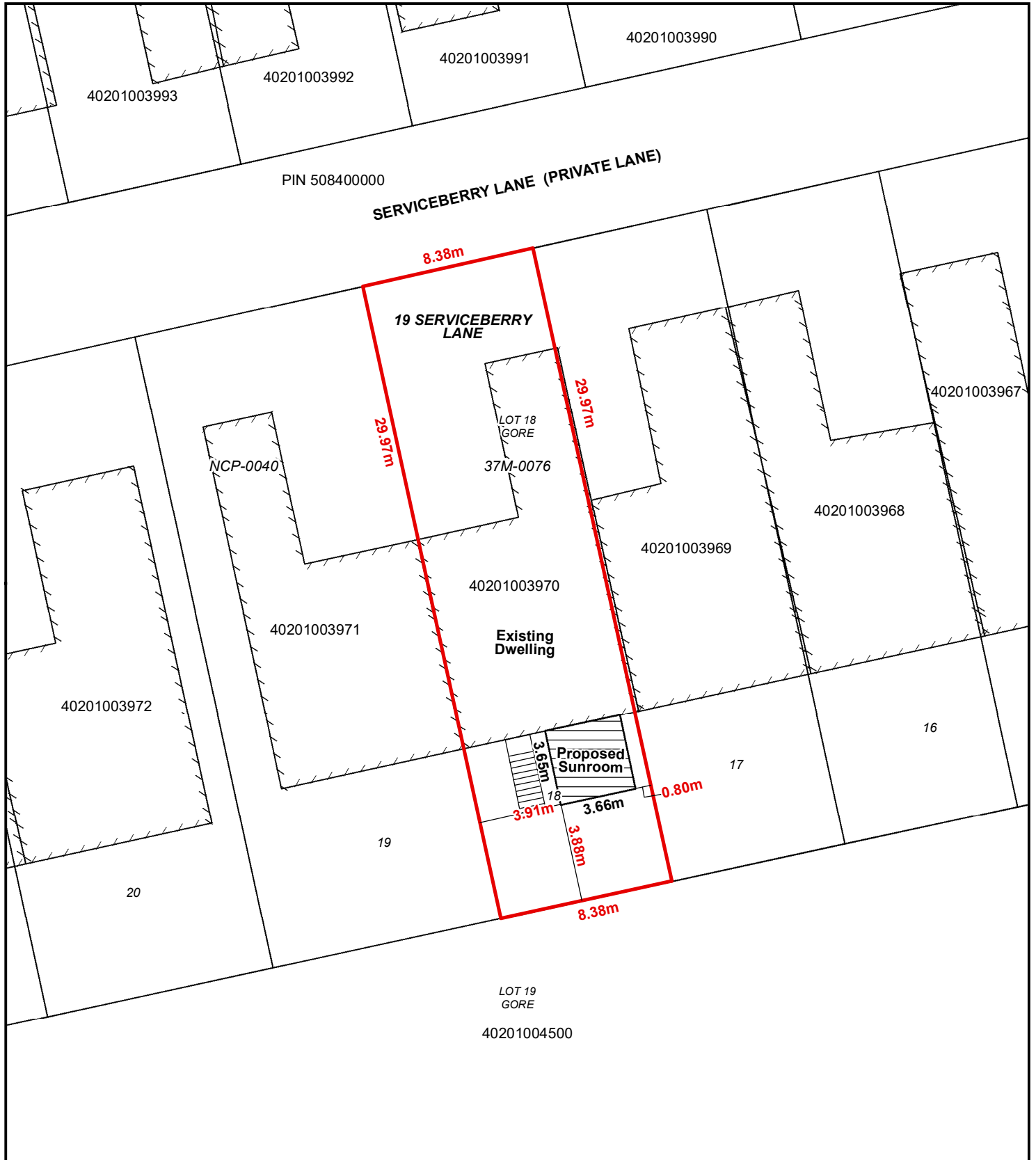
 Subject Lands

5/24/2023




CONCEPTUAL PLAN

Geographic Township of WOODHOUSE



Legend

 Subject Lands

5/24/2023

