

**For Office Use Only:**

File Number \_\_\_\_\_  
Related File Number \_\_\_\_\_  
Pre-consultation Meeting \_\_\_\_\_  
Application Submitted \_\_\_\_\_  
Complete Application \_\_\_\_\_

Application Fee \_\_\_\_\_  
Conservation Authority Fee \_\_\_\_\_  
Well & Septic Info Provided \_\_\_\_\_  
Planner \_\_\_\_\_  
Public Notice Sign \_\_\_\_\_

**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: 334-020-26600-0000

**A. Applicant Information**

Name of Owner WILLIAM R HAYES

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 109 McNAB ST. EAST

Town and Postal Code PT DOVER NOA-1N0

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

Cell Number 905-929-1442

Email \_\_\_\_\_

Name of Applicant WILLIAM HAYES

Address 109 McNAB ST

Town and Postal Code PT DOVER NOA-1N0

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

Cell Number 905/929-1442

Email \_\_\_\_\_

Name of Agent KIM HESSELS  
 Address 5272 HWY #3  
 Town and Postal Code CAYUGA, ONT. NOA 1E0.  
 Phone Number /  
 Cell Number 905-961-8553  
 Email Kcagsolutions@gmail.com

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence and notices in respect of this application will be forwarded to 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:

\_\_\_\_\_

\_\_\_\_\_

**B. Location, Legal Description and Property Information**

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

PDON PLAN 207 BLK 17

PT LOT 5

Municipal Civic Address: 109 McNab St. East.

Present Official Plan Designation(s): \_\_\_\_\_

Present Zoning: RESIDENTIAL URBAN. (R2)

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

Yes  No If yes, please specify:

\_\_\_\_\_

3. Present use of the subject lands:

PERSONAL RESIDENTIAL GARAGE

\_\_\_\_\_

\_\_\_\_\_

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:

LEGAL  
NON-  
CONFORMING

RESIDENTIAL - 1.5 STOREY, APPROX. 1800 sq. ft. (50' x 30')  
REAR YARD SETBACK 2 M. / SIDEYARD SETBACK 1.2 M. / FRONT 1 M.  
GARAGE / STORAGE - APPROX. 1000 sq. ft (24' x 32')  
REAR YARD SETBACK 2 M / SIDEYARD 1 M. / FRONT 4.5 M.

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.

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:

NO proposed buildings. Applicant seeks to make his existing building conform.

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:

RESIDENCE BUILT IN 1944; GARAGE IN 2014

9. Existing use of abutting properties:

RESIDENTIAL HANLET.

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:

IN R2 ZONE BUT EVALUATED UNDER  
R1 B AS PER EMAIL

**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	25.26m	12 M.			/
Lot depth	20.14m				
Lot width	25.28m				
Lot area	509.1 sq.m.	360 M.			/
Lot coverage	42.5%	/			/
Front yard	0.74m	6 M.			5.26 M
Rear yard	0.45m	1.2 M			0.75 M
Height	5.8m	5 M.			0.8 M.
Left Interior side yard	0.72m	3.0 M			2.28 M
Right Interior side yard	0.8m	1.2 M			0.4 M.
Exterior side yard (corner lot)	N/A.				
Parking Spaces (number)					
Aisle width					
Stall size					
Loading Spaces					
Other USABLE FLOOR AREA.	183.95 m <sup>2</sup>	<del>55</del> 55 sqm			128.95 sqm

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

Existing building is defecient and it is not possible to alter building.

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: \_\_\_\_\_  
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: \_\_\_\_\_

**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:  
Age of dwelling and zoning.  
\_\_\_\_\_



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:

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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:

No development proposed.

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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:

No development proposed.

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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. 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 No

**Wooded area**

On the subject lands or  within 500 meters – distance No

**Municipal Landfill**

On the subject lands or  within 500 meters – distance No

**Sewage treatment plant or waste stabilization plant**

On the subject lands or  within 500 meters – distance No

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

On the subject lands or  within 500 meters – distance No

**Floodplain**

On the subject lands or  within 500 meters – distance No

**Rehabilitated mine site**

On the subject lands or  within 500 meters – distance No

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

On the subject lands or  within 500 meters – distance No

**Active mine site within one kilometre**

On the subject lands or  within 500 meters – distance No

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

On the subject lands or  within 500 meters – distance No

**Active railway line**

On the subject lands or  within 500 meters – distance No

**Seasonal wetness of lands**

On the subject lands or  within 500 meters – distance No

**Erosion**

On the subject lands or  within 500 meters – distance No

**Abandoned gas wells**

On the subject lands or  within 500 meters – distance No

**F. All Applications: Servicing and Access**

1. Indicate what services are available or proposed:

Water Supply

- Municipal piped water
- Individual wells
- Communal wells
- Other (describe below)

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Sewage Treatment

- Municipal sewers
- Septic tank and tile bed in good working order
- Communal system
- Other (describe below)

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Storm Drainage

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

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2. Existing or proposed access to subject lands:

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

Name of road/street:

McNab St. East.

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**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?

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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 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.

Kim Hessel  
Owner/Applicant/Agent Signature

Aug. 22/24.  
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 WILLIAM HAYES am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize KIM HESSELS 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.

Bill Hayes  
Owner

August 22, 2024.  
Date

**\*Note:** If property is owned by an Ontario Ltd. Corporation, Articles of Incorporation are required to be attached to the application.

**K. Declaration**

I, Kim Hessels of Cayuga, Ontario.

solemnly declare that:

all of the above statements and the statements contained in all of the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of *The Canada Evidence Act*.

Declared before me at:

Simcoe

Kim Hessels

Owner/Applicant/Agent Signature

In Norfolk County

This 27 day of January

A.D., 2025

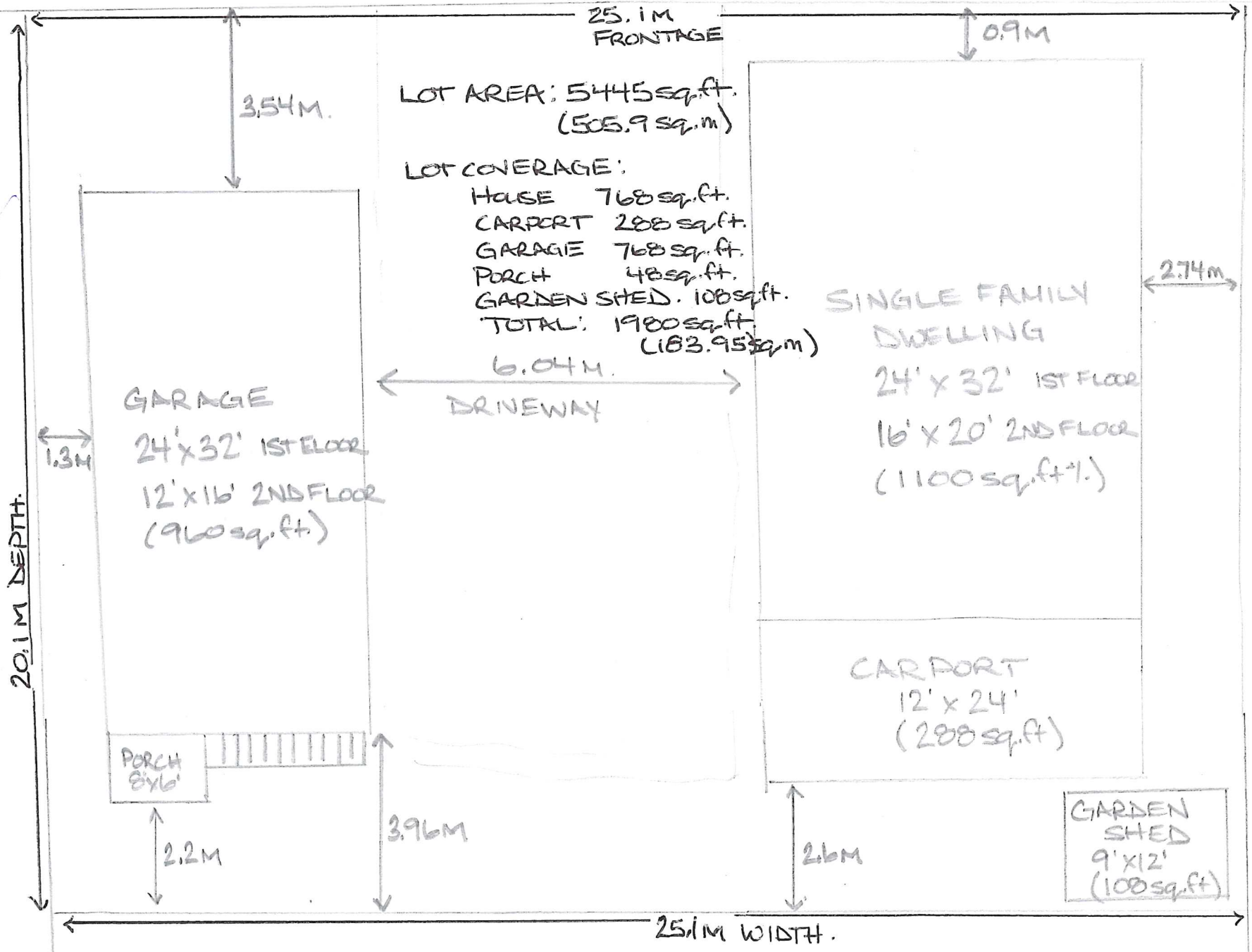
Olivia Davies

A Commissioner, etc.

Olivia Catherine Davies, a  
Commissioner, etc., Province of Ontario,  
for the Corporation of Norfolk County.  
Expires May 23, 2027.



109 MCNAB STREET EAST

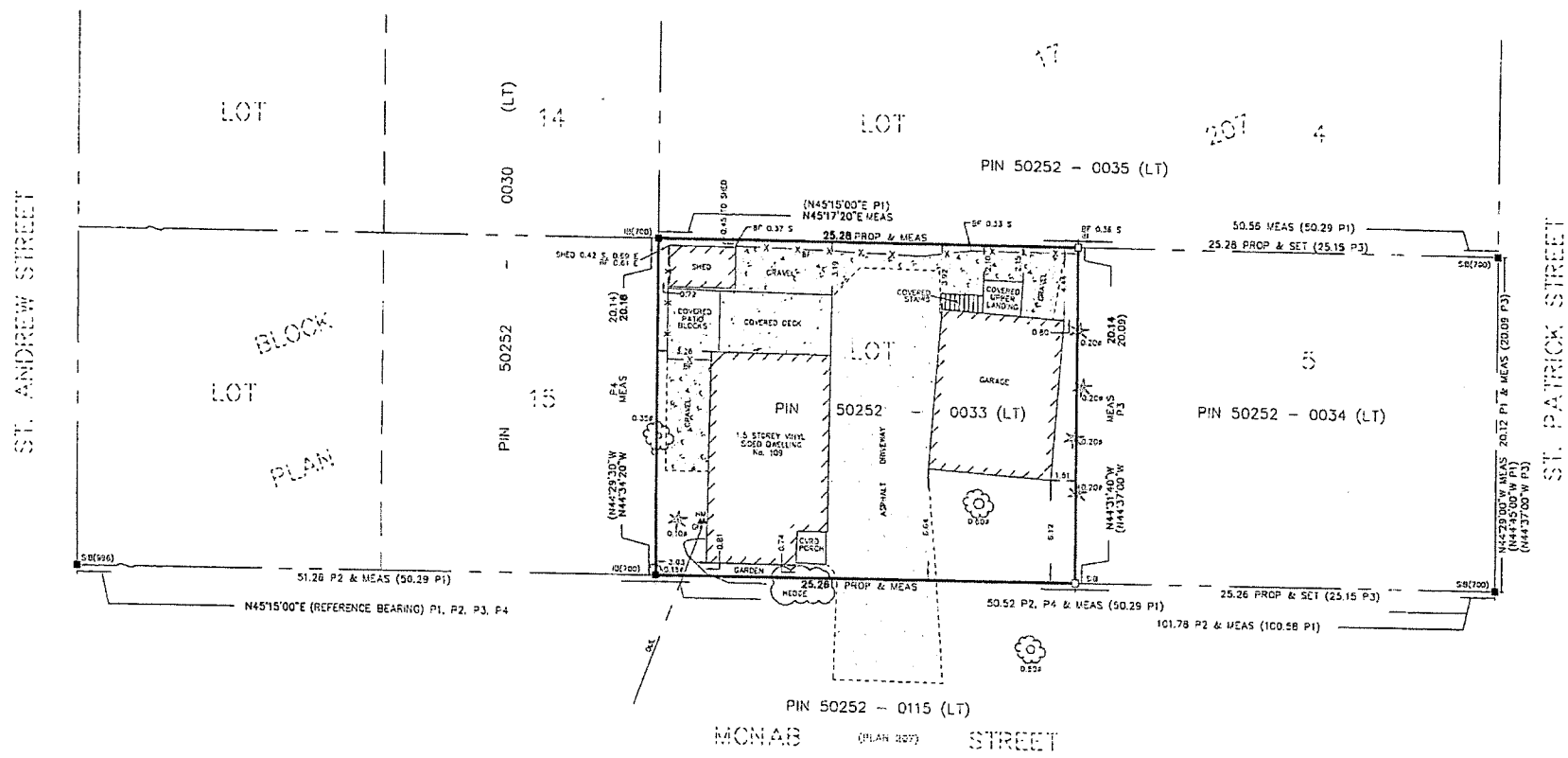




THIS PLAN IS NOT VALID  
UNLESS IT IS AN EMBOSSED  
ORIGINAL COPY  
ISSUED BY THE SURVEYOR  
In accordance with  
Regulation 1026, Section 29(3).

SURVEYOR'S REAL PROPERTY REPORT  
PART 1 : PLAN SHOWING  
PART OF LOT 5, BLOCK 17  
PLAN 207  
NORFOLK COUNTY

SCALE 1 : 200  
RASCH & HYDE LTD.  
ONTARIO LAND SURVEYORS



- LEGEND**
- DENOTES SURVEY MONUMENT PLANTED
  - DENOTES SURVEY MONUMENT FOUND
  - S10 DENOTES STANDARD IRON BAR (25mmX25mmX120cm)
  - S510 DENOTES SHORT STANDARD IRON BAR (25mmX25mmX60cm)
  - IB DENOTES IRON BAR (15mmX15mmX60cm)
  - IR# DENOTES ROUND IRON BAR (25mm DIA X 60cm)
  - CC DENOTES CUT CROSS
  - CM DENOTES CONCRETE MONUMENT
  - CP DENOTES CONCRETE PIN
  - PB DENOTES PLASTIC BAR
  - WT DENOTES WITNESS
  - OJ DENOTES ORIGIN UNKNOWN
  - QJ DENOTES PROPERTY IDENTIFIER NUMBER
  - PIN DENOTES H. V. JEWITT O.L.S.
  - (700) DENOTES J. B. DODD O.L.S.
  - (896) DENOTES PLAN 207
  - P2 DENOTES PLAN BY JOHN B. DODD O.L.S. DATED APRIL 11, 1989 (FILE S-5365-B)
  - P3 DENOTES PLAN BY H. V. JEWITT O.L.S. DATED OCTOBER 17, 1989 (FILE PD 10-12)
  - P4 DENOTES PLAN BY JEWITT & DIXON O.L.S. DATED JANUARY 25, 1988 (FILE P88-0-4914)
  - GM DENOTES GAS METER
  - HM DENOTES HYDRO METER
  - HT DENOTES CONIFEROUS TREE (CANOPY NOT TO SCALE)
  - HT\* DENOTES DECIDUOUS TREE (CANOPY NOT TO SCALE)
- N=NORTH, S=SOUTH, E=EAST, W=WEST  
FOR THE PURPOSE OF DIRECTIONAL TIES,  
NORTH IS CONSIDERED TOP OF SHEET

**LOT COVERAGE INFORMATION**

TOTAL LOT AREA:	509.1 s.m.
EXISTING HOUSE:	87.0 s.m. (17.1%)
COVERED PORCH:	3.4 s.m. (0.7%)
EXISTING GARAGE:	70.9 s.m. (13.9%)
EXISTING SHED:	9.6 s.m. (1.9%)
COVERED DECK/BLOCKS:	37.7 s.m. (7.4%)
COVERED STAIRS & LANDING:	7.4 s.m. (1.5%)

**BEARING NOTE**  
BEARINGS ARE ASTROMOMIC AND ARE REFERRED TO THE NORTH LIMIT OF MONAR STREET AS SHOWN ON PLAN 207 HAVING A BEARING OF N45°15'00"E.

**METRIC NOTE**  
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**PART 2 - REPORT**  
**DESCRIPTION OF LAND**  
PART OF LOT 5, BLOCK 17, PLAN 207,  
NORFOLK COUNTY  
BEING ALL OF PIN 50252-0033 (LT)  
REGISTERED EASEMENTS AND/OR RIGHTS OF WAY  
NONE

**BOUNDARY FEATURES**  
AS SHOWN ON PLAN

**COMPLIANCE WITH MUNICIPAL ZONING BY-LAWS**  
NOT CERTIFIED BY THIS REPORT

**ADDITIONAL REMARKS**  
NONE

THIS REPORT WAS PREPARED FOR WILLIAM AND JACQUELINE HAYES AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES

**SURVEYOR'S CERTIFICATE**  
I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM.  
2. THIS SURVEY WAS COMPLETED ON THE 13th DAY OF MARCH 2025.

MARCH 14, 2025  
DATE  
*Harold D. Hyde*  
HAROLD D. HYDE  
ONTARIO LAND SURVEYOR

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**RASCH & HYDE LTD.**  
Ontario Land Surveyors

P.O. Box 6, 1333 Highway #3 East, Unit B  
DUNVILLE, ONT. M3A 2K1  
DUNVILLE: 905-774-7188 FORT ERIE: 905-871-9757  
(FAX 905-774-4000)

HAROLD D. HYDE O.L.S.

SCALE 1 : 200 SURVEY : 18-101 DRWN BY : T. Matheson



# MAP A


ANPL2025031

## CONTEXT MAP

Urban Area of PORT DOVER

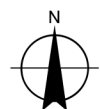


### Legend

 Subject Lands

2020 Air Photo

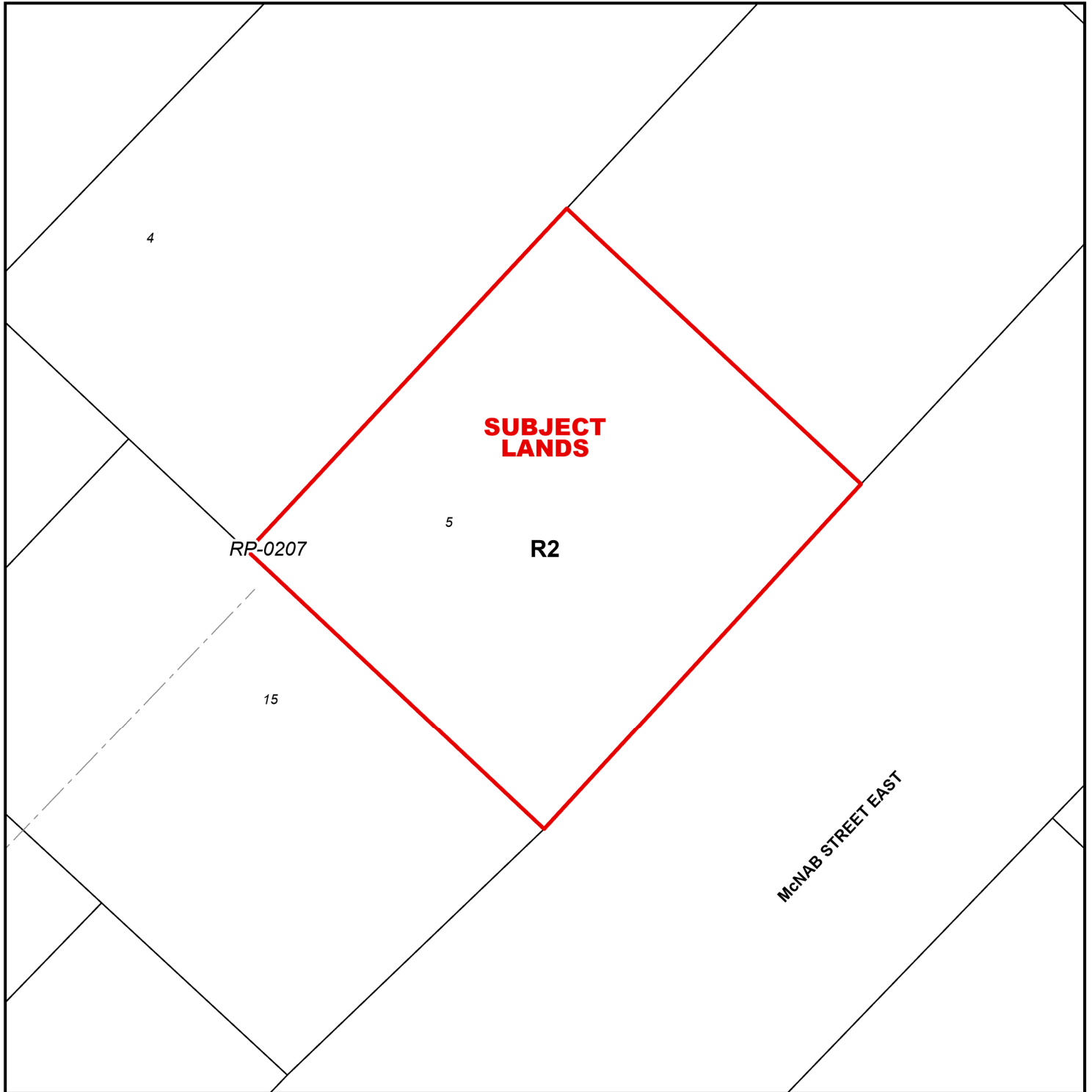
5/20/2025



105 0 10 20 30 40  
Meters

**MAP B**  
**ZONING BY-LAW MAP**  
Urban Area of PORT DOVER

ANPL2025031



**LEGEND**

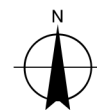
 Subject Lands

ZONING BY-LAW 1-Z-2014

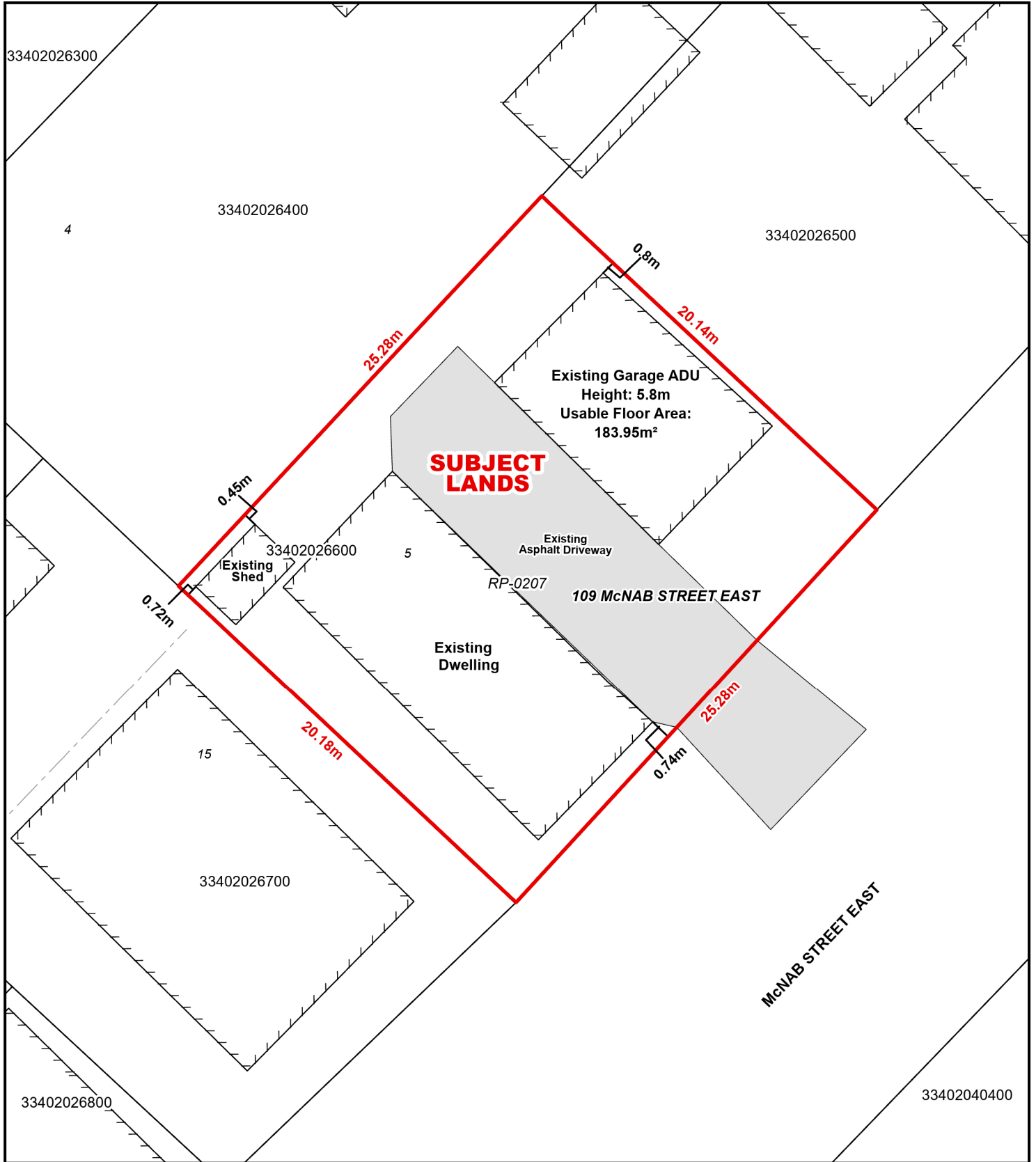
5/20/2025

(H) - Holding


R2 - Residential R2 Zone



CONCEPTUAL PLAN  
Urban Area of PORT DOVER



Legend

 Subject Lands

5/20/2025

