

**For Office Use Only:**

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

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

- ☒ Standard Minor Variance
☐ Complex Minor Variance (After the fact)
☐ Routine Minor Variance

Property Assessment Roll Number: 54301012100**A. Applicant Information****Name of Owner** Adam & Taylor Timpf

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	961 West Quarter Line Road
Town and Postal Code	South Walsingham, N0E 1X0
Phone Number	(519) 429-4147
Cell Number	N/A
Email	adam.timpf@gmail.com

Name of Authorized Applicant Justin Massecar

Address	36 Mill Pond Rd.
Town and Postal Code	Vittoria, ON, N0E 1W0
Phone Number	(226) 210-8708
Cell Number	N/A
Email	info@mwdrafting.ca



Name of Authorized Agent

Justin Massecar

Address

36 Mill Pond Rd.

Town and Postal Code

Vittoria, ON, N0E 1W0

Phone Number

(226) 210-8708

Cell Number

N/A

Email

info@mwdrafting.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:

Adam Timpf

B. Location, Legal Description and Property Information

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

South Walsingham (SWAL), Con. 4, Pt Lot 6

Municipal Civic Address: 961 West Quarter Line Rd., South Walsingham, ON, N0E 1X0

Land acquisition date (if known): September 5th, 2011

Present Official Plan Designation(s): Agricultural

Present Zoning: Agricultural & Hazard Lands

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:

Residential & Agricultural

C. Zoning Review (chart must be completed in metric units)

Please fill out the required information for the main and accessory buildings and structures

	Zoning By-law Requirement	Proposed	Deficiency
Lot area (m ²)	400,000	428,239.81	None
Lot frontage (m)	30m interior and corner lots	N/A (Through Lot)	None
Lot depth (m)	N/A	N/A	N/A
Front Yard Setback (m)	13m	37.7m	None
Left Side Yard Setback (m)	13m	1048.6m	None
Right Side Yard Setback (m)	13m(ext.) 3m(int.)	264.94	None
Rear Yard Setback (m)	9m	273.26m	None
Exterior side yard (if applicable) (m)	13m	1048.6m	None
Height (m)	11m	4.83m	None
Lot coverage (%)	No max.	0.49% Total 0.02% ARDU	None
Buildings/structures separation (m)	30m (between a farm processing facility and a dwelling on an adjacent lot)	N/A	N/A
Detached Additional Dwelling Unit (ADU) or Accessory Building i) Usable floor area (m ²) ii) Height (m) iii) Building separation (m)	i) 75m ² (not including decks) ii) 8m iii) Located within max. 40m of primary dwelling	i) 83.5m ² ii) 4.83m iii) 18.78m (furthest point 32.03m from primary dwelling)	i) 8.5m ² ii) none iii) none
Number of parking spaces	2 per dwelling unit 1 per ARDU	3 (2 primary dwelling + 1 ARDU)	None

D. Previous Use of the Property

1. Has there been an industrial or commercial use on the subject lands or adjacent lands?

☐ Yes ☒ No ☐ Unknown

If yes, specify the uses (for example: gas station, or petroleum storage):

2. Is there reason to believe the subject lands may have been contaminated by former uses on the site or adjacent sites?

☐ Yes ☒ No ☐ Unknown

3. Provide the information you used to determine the answers to the above questions:

Answers determined by knowledge of property's history. No known contamination. The property was previously owned by the current owner's father and used for agricultural purposes

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 Planning Statements issued under subsection 3(1) of the *Planning Act, R.S.O. 1990, c. P. 13*?

☒ Yes ☐ No

If you answered no, please explain:

2. 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, 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 Planning Statement ?

☐ Yes ☒ No

If no, please explain:

Screening is not applicable as there is no new building, just an alteration of the existing building.

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:

Screening is not required as there is no new building, just an alteration of the existing building. Additionally, the alteration is not within Wellhead Protection Area.

Note: If the subject lands are in an area of source water Wellhead Protection Area (WHPA) A, B or C, Issue Contributing Area, Intake Protection zone, please attach relevant information and approved mitigation measures from the Risk Manager Official.

4. Does the property have any significant environmental features on the subject land or within 500 metres:

☒ Yes ☐ No

If yes, indicate: ☐ Significant Woodland ☐ Provincially Significant Wetland ☒ Floodplain ☐ Other _____

5. Does the property have any livestock facility or stockyard on the subject land or within 1000 metres:

☐ Yes ☒ No

If yes, the submission of Minimum Distance Separation (MDS) calculations may apply.

F. Servicing and Access

1. Indicate what services are available or proposed:

Water Supply

☐ Municipal piped water
☒ Individual wells

☐ Communal wells
☐ Other (describe below)

Sewage Treatment

☐ Municipal sewers

☐ Communal system

☐ Septic tank and tile bed in good working order ☒ Other (describe below)

One existing septic tank and tile bed in good working order, one additional septic proposed to be installed

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:

West Quarter Line Rd.

G. Other Information

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.

N/A

H. Supporting Material to be submitted by Applicant

In order for your application to be considered complete, folded hard copies and an electronic version of the site plan drawings, additional plans, studies and reports will be required in addition to a sketch plan in accordance with Ontario Regulation 200/96.

i. Sketch in Metric Units

A sketch showing the following, in metric units:

- a) The boundaries and dimensions of the subject land.
- b) The location, size, dimensions, and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.
- c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.
- d) The current uses on land that is adjacent to the subject land.
- e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.
- f) If access to the subject land is by water only, the location of the parking and docking facilities to be used.
- g) The location and nature of any easement affecting the subject land.
- h) Location and setbacks of septic system and well from all existing and proposed lot lines, and all existing and proposed structures.



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 to undertake 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. The owner further acknowledges and agrees that it is their solicitor's responsibility on behalf of the owner to undertake 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 purpose 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 purpose of processing this application.



Owner/Applicant/Agent Signature

12/11/2025

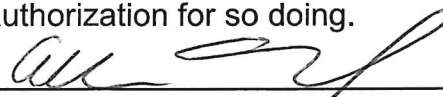
Date

J. Owner's Authorization

If the authorized 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 Adam & Taylor Timpf am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Justin Massecar 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

Dec 11th, 2025

Date

Owner

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, JUSTIN MASSECAR of NORFOLK COUNTY

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

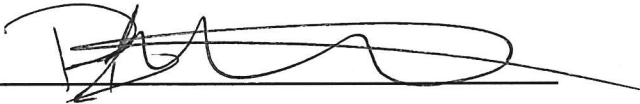

Owner/Applicant/Agent Signature

In Norfolk County

This 11th day of December

A.D., 2025

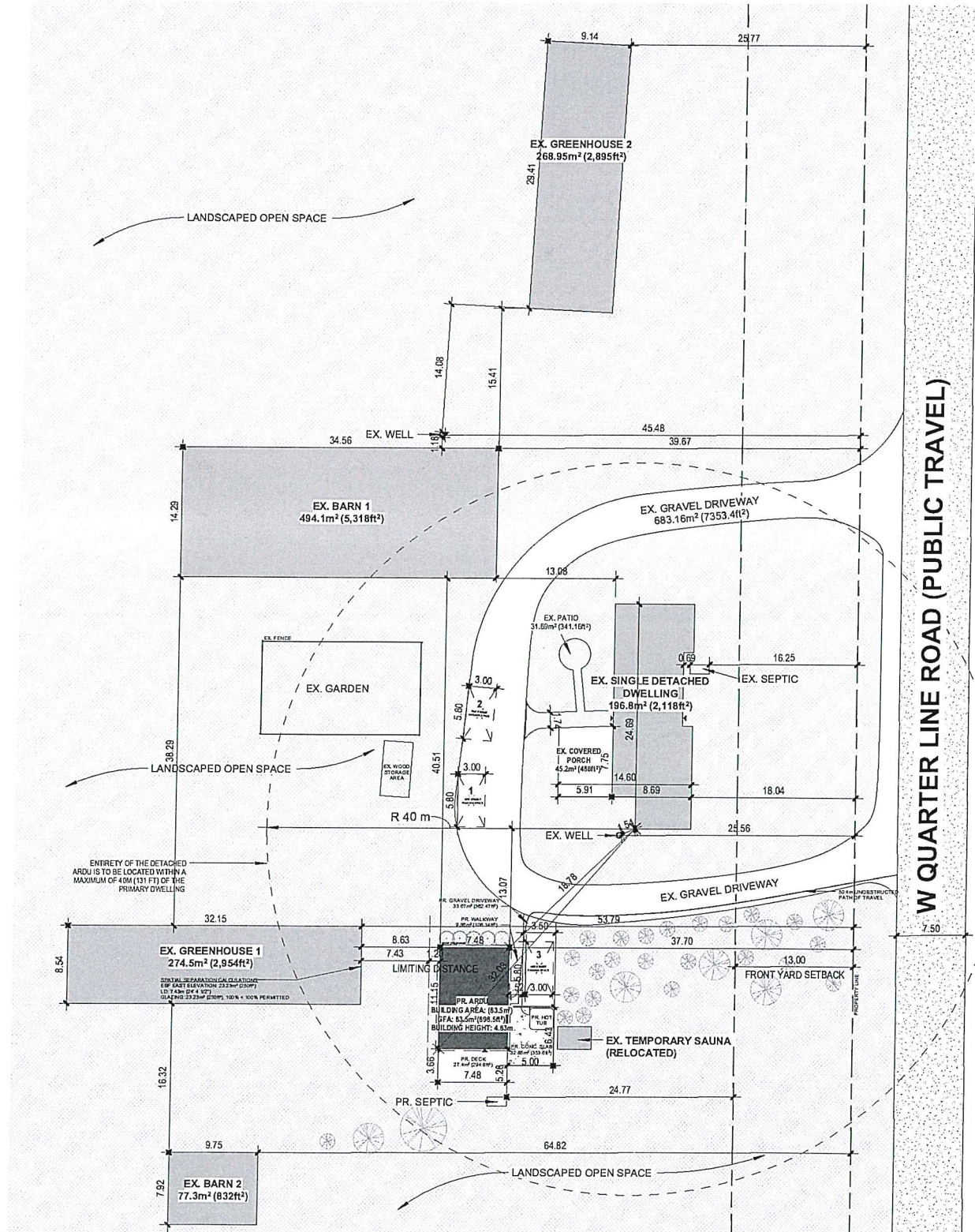
Brittany Alexandra McGilly Mitchell, a
Commissioner, etc., Province of Ontario,
for the Corporation of Norfolk County.
Expires December 19, 2027.



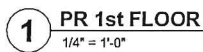
A Commissioner, etc.

ZONING: AGRICULTURAL ZONE (A)
 LOT AREA: 428,239.81m²
 ARDU BUILDING LOT COVERAGE: 83.5m² (0.0195%)
 TOTAL BUILDING LOT COVERAGE: 2,073.85m² (0.484%)
 LANDSCAPE AREA: 425,347.33m² (99.325%)
 ASPHALT/HAIRD SURFACE AREA: 818.63m² (0.191%)
 PARKING REQUIRED: 3 (2 PRIMARY DWELLING + 1 ARDU)

BUILDING TYPE	BUILDING STATUS	# OF STOREYS	# OF DWELLING UNITS	BUILDING WIDTH (m)	BUILDING LENGTH (m)	BUILDING HEIGHT (m)	USABLE FLOOR AREA (m²)	LOT COVERAGE (%)
ACCESSORY (GARAGE)	CONVERT TO ARDU	1	D.E.X. + 1 P.R.	7.48	11.15	4.33	83.50 m²	0.0195
BARN 1	RETAIN	1	0	14.29	34.58	6.68	494.10 m²	0.116
BARN 2	RETAIN	1	0	7.92	9.75	5.49	77.30 m²	0.018
BARN 3	RETAIN	1	0	15.25	41.55	5.81	633.50 m²	0.143
COVERED PORCH	RETAIN	1	0	5.81	7.78	3.18	45.20 m²	0.011
GREENHOUSE 1	RETAIN	1	0	8.54	32.15	2.72	274.50 m²	0.064
GREENHOUSE 2	RETAIN	1	0	9.14	29.41	4.27	289.95 m²	0.063
SINGLE DETACHED DWELLING	RETAIN	1	1	8.69	24.69	6.42	196.80 m²	0.046

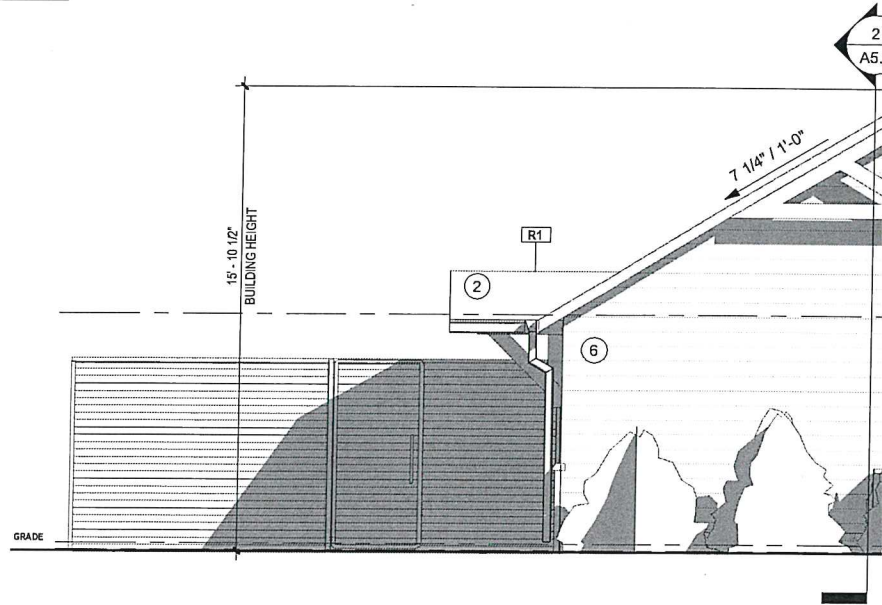


A diagram of a lever system. A horizontal beam is pivoted on a triangular fulcrum. A downward arrow labeled 'E' (effort) is positioned to the left of the fulcrum. An upward arrow labeled 'L' (load) is positioned to the right of the fulcrum. The beam is tilted upwards on the left side and downwards on the right side.

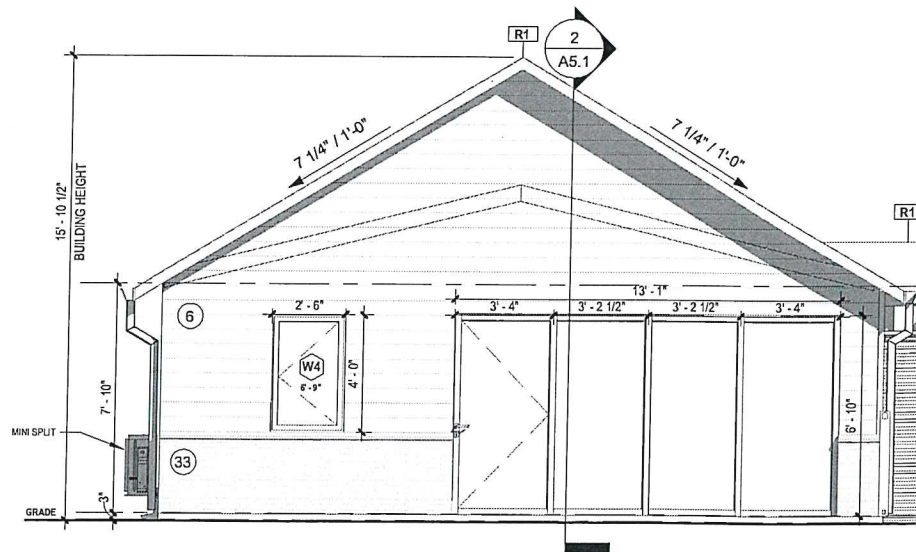


MATERIAL LEGEND

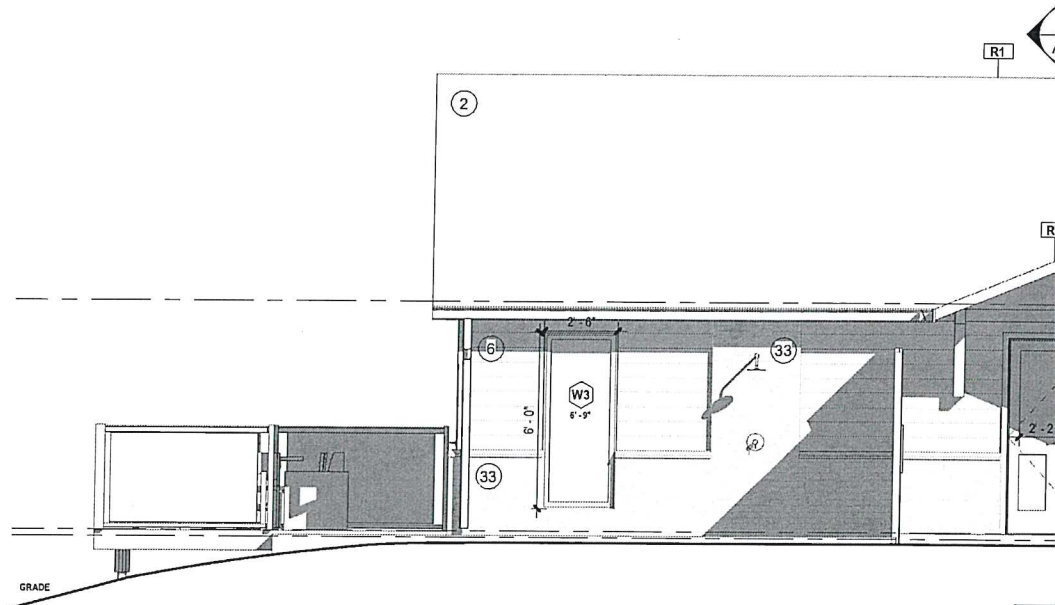
2	SHINGLES
6	PREFIN. HORIZONTAL SIDING
33	STONE VENEER



1 PR. NORTH ELEVATION
1/4" = 1'-0"

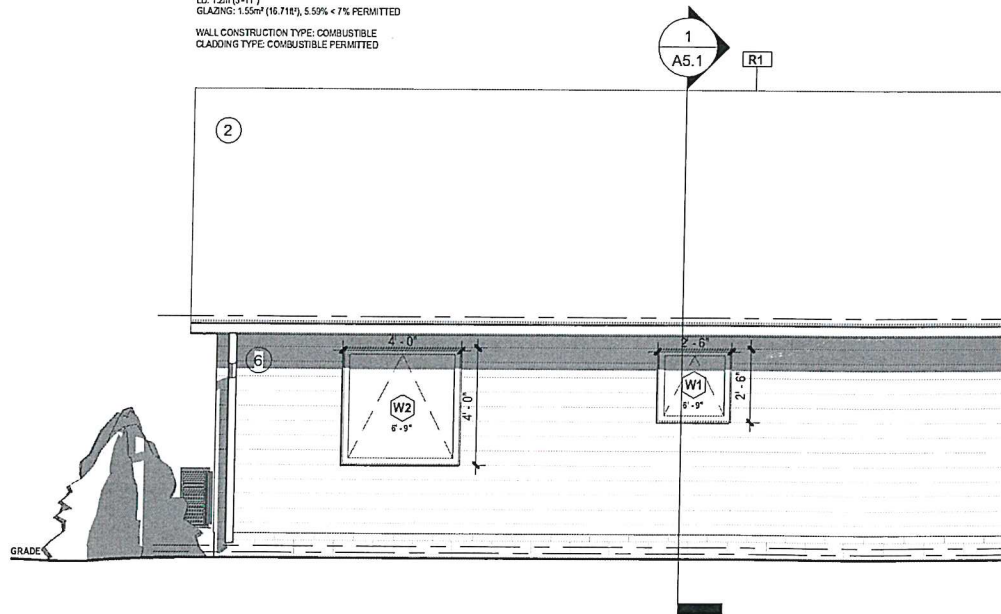


2 PR. SOUTH ELEVATION
1/4" = 1'-0"



1 PR. EAST ELEVATION
1/4" = 1'-0"

SPATIAL SEPARATION CALCULATIONS
EBF: 27.74m² (298.59m²)
LD: 1.2m (3'-11")
GLAZING: 1.55m² (16.71m²), 5.59% < 7% PERMITTED
WALL CONSTRUCTION TYPE: COMBUSTIBLE
GLAZING TYPE: COMBUSTIBLE PERMITTED



2 PR. WEST ELEVATION
1/4" = 1'-0"



Zoning Deficiency

Simcoe: St.
Simcoe, ON
N3Y 5L6
519-426-5870
Langton: : St.
Langton, On.
NOE 1G0
519-875-4485

PROPERTY INFORMATION

Address: 961 West Quarter Line Road

Legal Description:

Roll Number: 3310543010121000000

Application #: ANPL2023282

Information Origins: Partial drawings of dwelling, plot plan and CoA application form

Agricultural Zone (A)

ARDU (detached)		REQUIRED	PROPOSED	DEFICIENCY	UNITS
3.2.3	a) building height	5.00	4.83	N/A	m
	b) minimum front yard	13.00	37.70	N/A	m
	c) minimum exterior side yard	Right 13.00	264.94	N/A	m
		Left 13.00	1048.60	N/A	m
	e) minimum rear yard	1.20	273.26	N/A	m
	f) usable floor area	75.00	83.50	8.50	m. sq
	g) distance to main dwelling	40.00	32.03	N/A	m
Comments		Proposed ARDU deficient by 8.50 square meter usable floor area. Note drawings provided do not show full layout of building, usable floor calculation based off of dimensions provided on plot plan and schedule C of application.			

Decks and Porches		REQUIRED	PROPOSED	DEFICIENCY	UNITS
3.6	a) interior side lot line	1.20	N/A	N/A	m
	b) have a floor higher than the height, above finished grade, of the floor of the first storey of the main building on the lot.			N/A	m
	c) project more than 3 m into a required rear yard but in no circumstance be closer than 3m from the rear lot line.	3.00	273.26	N/A	m
	d) project more than 1.5m into the required front yard or required exterior side yard.	1.50	1043.34	N/A	m
Comments		No concerns with proposed deck on south side of ARDU.			

Parking		REQUIRED	PROPOSED	DEFICIENCY	UNITS
4.1	number of parking spaces	1	1.00	N/A	
Comments		One 3.0m x 5.8m uninterrupted parking space provided in front of ARDU.			

The proposed information and any supporting documents have been provided by the owner/applicant. The above information is only in respect to the associated planning application and does not relieve the owner/applicant from obtaining all other permits/approvals required. The owner/applicant hereby accepts full responsibility for the accuracy of the proposed information provided on this form.

Prepared By:

Hayley Stobbe

I have read and understand the above.

Signature of owner or authorized agent

Signature of Zoning Administrator

date

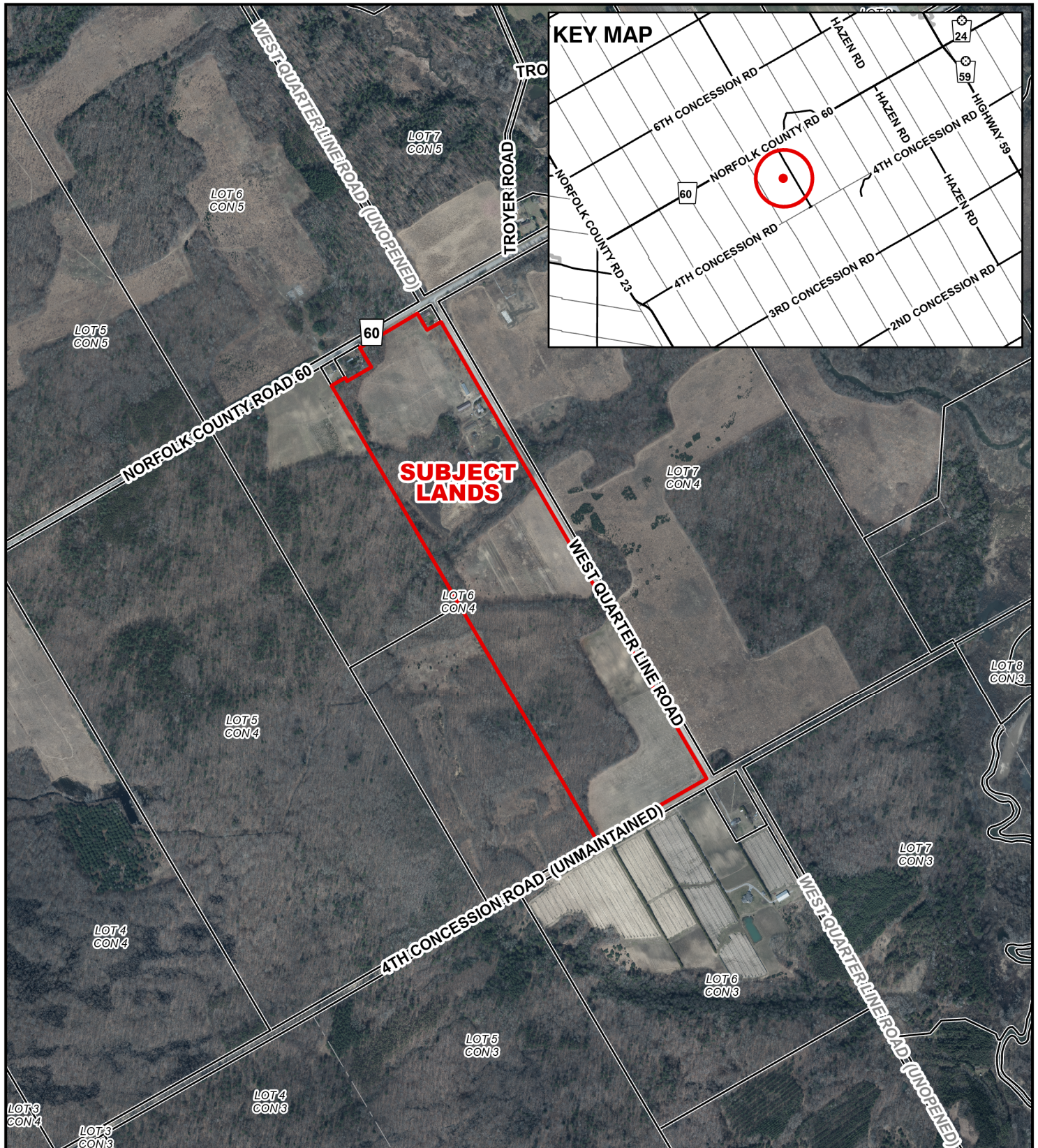
7-Jan-26

date

AS PER: Fritz R. Enzlin. CBCO,
CRBO - Chief Building Official
Manager, Building & Bylaw
Division, Norfolk County

CONTEXT MAP

Geographic Township of SOUTH WALSINGHAM

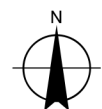


Legend

Subject Lands

2020 Air Photo

1/12/2026



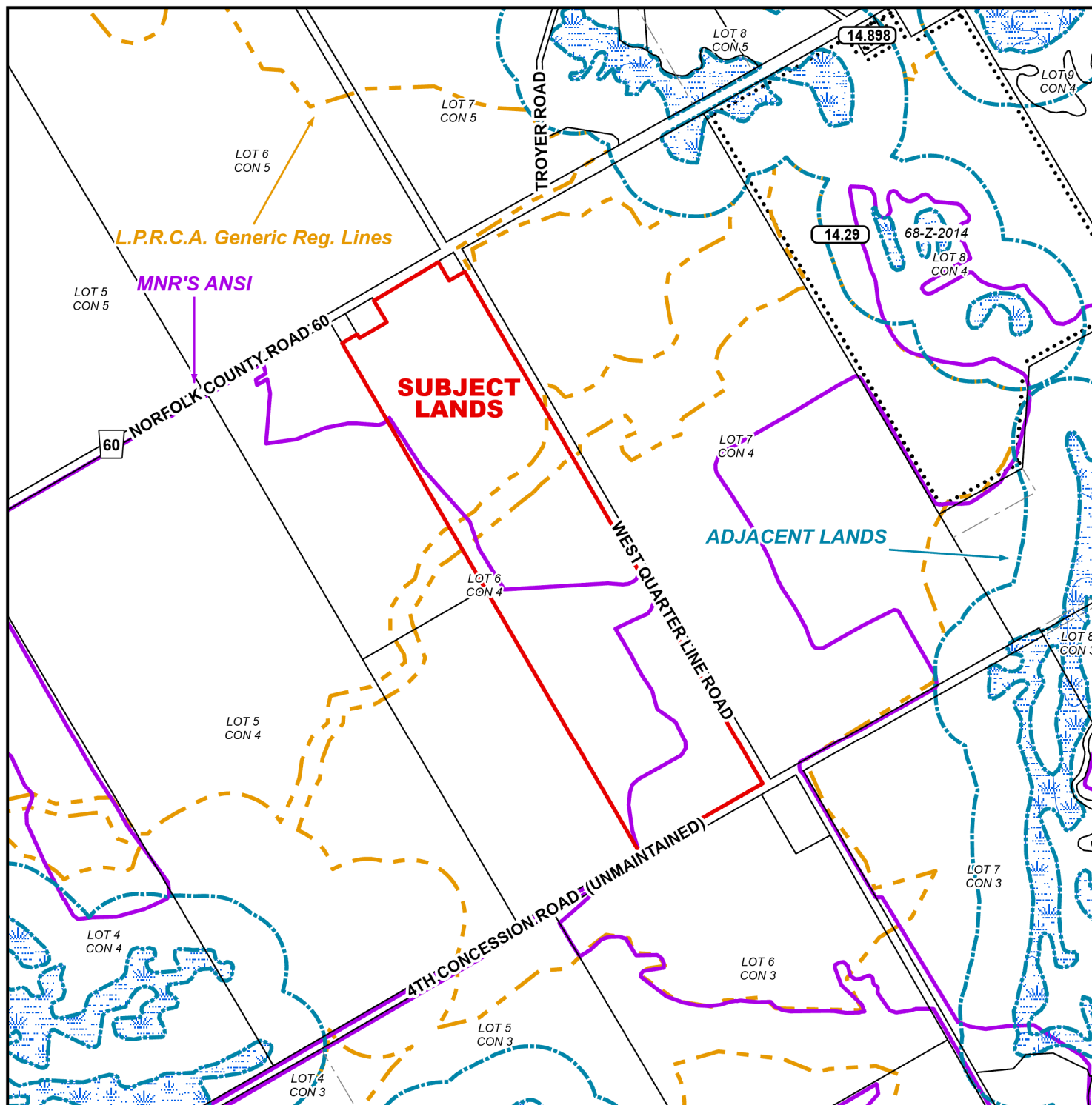
100 50 0 100 200 300 400 Meters

MAP B

ZONING BY-LAW MAP

Geographic Township of SOUTH WALSINGHAM

ANPL2025382



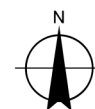
LEGEND

- Subject Lands
- Adjacent Lands
- LPRCA Generic RegLines
- MNR ANSI
- Wetland

ZONING BY-LAW 1-Z-2014

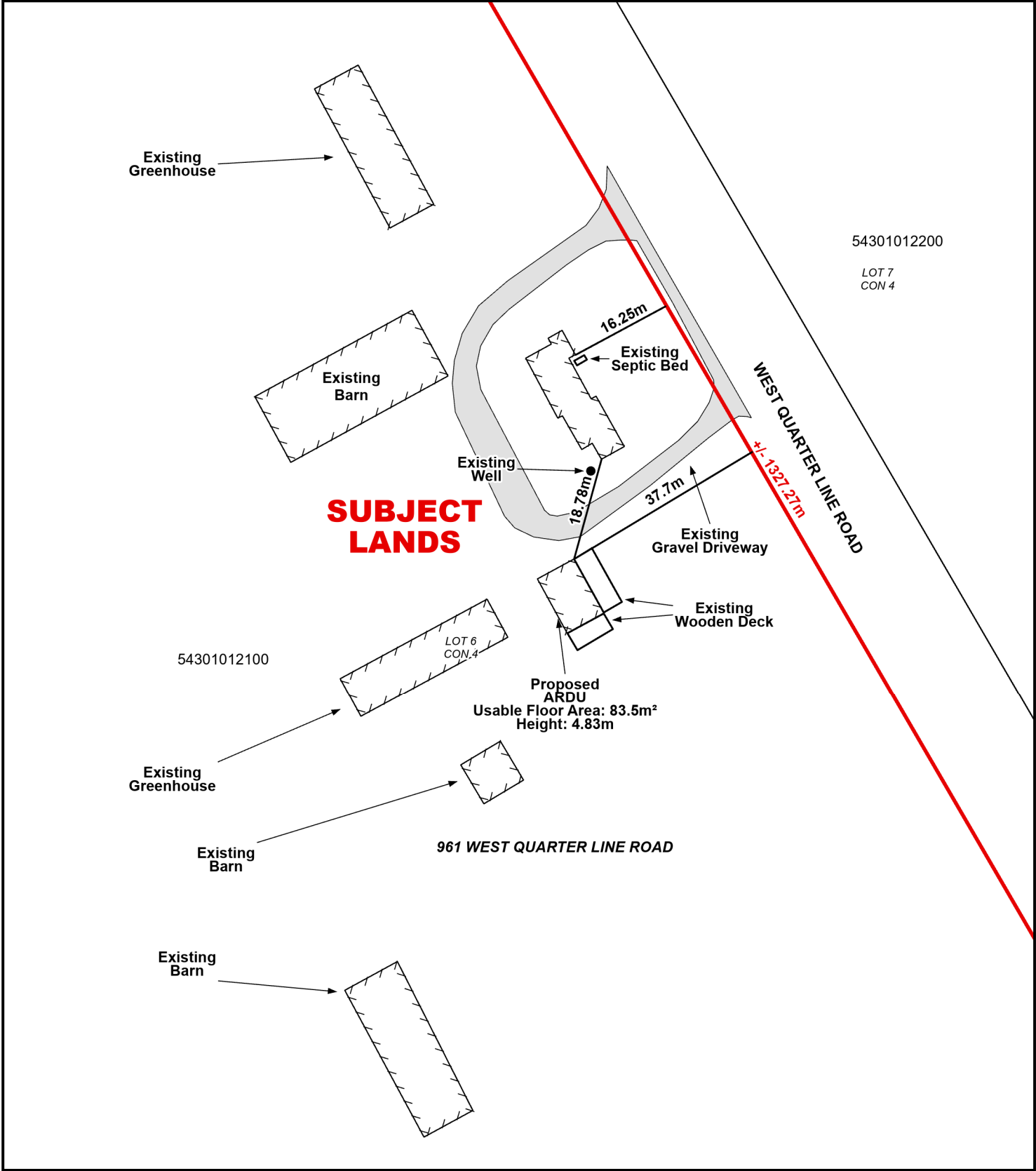
1/12/2026

- (H) - Holding
- A - Agricultural Zone
- HL - Hazard Land Zone
- PSW - Provincially Significant Wetland Zone



90 45 0 90 180 270 360
Meters

CONCEPTUAL PLAN
Geographic Township of SOUTH WALSINGHAM



Legend

Subject Lands

1/12/2026

