

For Office Use Only:

File Number

BNPL2021277

Related File Number

Pre-consultation Meeting

July 8, 2021

Application Submitted

September 2, 2021

Complete Application

Public Notice Sign

✓ pd 2816-

Application Fee

Conservation Authority Fee

Well & Septic Info Provided

Planner

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

Boundary adjustment

Property Assessment Roll Number: 3310-335-030-00200

A. Applicant Information

Name of Owner	Deborah Vandalen
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	43 Washington Street
Town and Postal Code	Waterford, Ontario N0E 1Y0
Phone Number	
Cell Number	519-718-8307
Email	debbiedalen@hotmail.com

Name of Applicant	Deborah Vandalen
Address	43 Washington Street
Town and Postal Code	Waterford, Ontario N0E 1Y0
Phone Number	
Cell Number	519-718-8307
Email	debbiedalen@hotmail.com

Name of Agent	Peter Karsten
Address	39 Colborne Street North
Town and Postal Code	Simcoe, Ontario N3Y 3T8
Phone Number	519-426-6763
Cell Number	
Email	karsten@mhnlawyers.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 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:

Bank of Montreal, 865 Harrington Court, Burlington, Ontario L7N 3P3

B. Location, Legal Description and Property Information

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

LT 23 BLK C Plan 19B; Norfolk County

Municipal Civic Address: 43 Washington Street, Waterford, Ontario N0E 1Y0

Present Official Plan Designation(s): Urban Residential

Present Zoning: R1-1

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:

Grass and concrete sidewalk

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:

None

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.

None

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:

None

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:
Not applicable.
-

9. Existing use of abutting properties:
-

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:
However, an application for an encroachment agreement has been filed with Norfolk County.

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 purpose of this Development Application is to adjust the current registered property line between the Applicant's property, as noted above, and the property owned by Ronald Michael Rzan and Beatrice Shirley Rzan, the municipal address being: 122 Alice Street, Waterford, Ontario N0E 1Y0.

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

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:
-
-

4. Does the requested amendment remove the subject land from an area of employment? Yes No If yes, describe its effect:
-
-

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):

6. Description of land intended to be severed in metric units:

Frontage: 2.181 metres

Depth: 17.834 - 18.057 metres

Width: 2.181 - 2.431 metres

Lot Area: approx 43.897 square metres

Present Use: grass and concrete sidewalk

Proposed Use: will not change; grass and concrete sidewalk

Proposed final lot size (if boundary adjustment): approx. 272.583 square metres

If a boundary adjustment, identify the assessment roll number and property owner of the lands to which the parcel will be added: Ronald Michael Rzan and Beatrice Shirley Rzan

Roll Number 33503000300

Description of land intended to be retained in metric units:

Frontage: 9.692 metres

Depth: 16.852 - 17.834 metres

Width: 9.438 - 9.692 metres

Lot Area: approx. 177.662 square metres

Present Use: residential home

Proposed Use: will not change; residential home

Buildings on retained land: residential home; 0.50 metre set back from new proposed property line

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

Frontage:

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
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Please indicate unit of measurement, for example: m, m² 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: _____

Number of buildings proposed: _____

Is this a conversion or addition to an existing building? Yes No

If yes, describe: _____

Type	Number of Units	Floor Area per Unit in m ²
Single Detached	_____	_____
Semi-Detached	_____	_____
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: _____

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:

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):

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

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:
-
-
-

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:

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:

There is no development or site alteration. It is simply a boundary adjustment.

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:

There is no development or site alteration. It is simply a boundary adjustment.

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
 Individual wells

- Communal wells
 Other (describe below)

Sewage Treatment

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

Storm Drainage

- Storm sewers
 Other (describe below)

- Open ditches

2. Existing or proposed access to subject lands:

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

Name of road/street: _____

G. 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 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 Ministry of Environment and Climate Change, 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. Development Agreements

A development agreement may be required prior to approval for site plan, 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

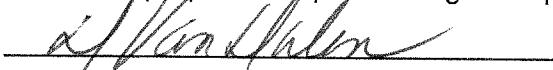
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that it is their solicitor's responsibility on behalf of the owner for the registration of postponements of any charges in favour of the County.

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



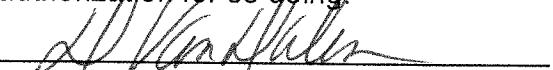
Date

M. Owner's Authorization

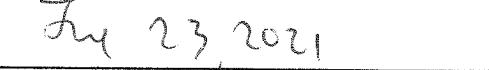
If the applicant/agent is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We Deborah Vandalen am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Peter Karsten, MHN Lawyers LLP 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



Date

Owner

Date

N. Declaration

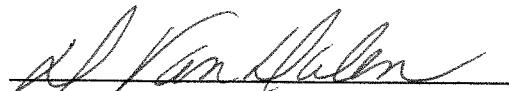
I, Deborah Vandalen of Norfolk County

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

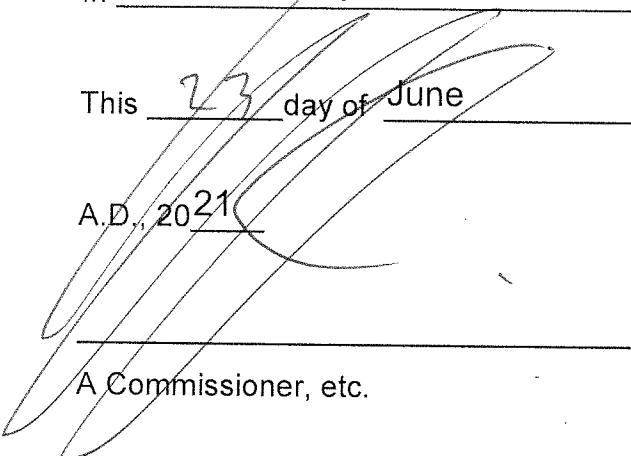


Owner/Applicant Signature

In Norfolk County

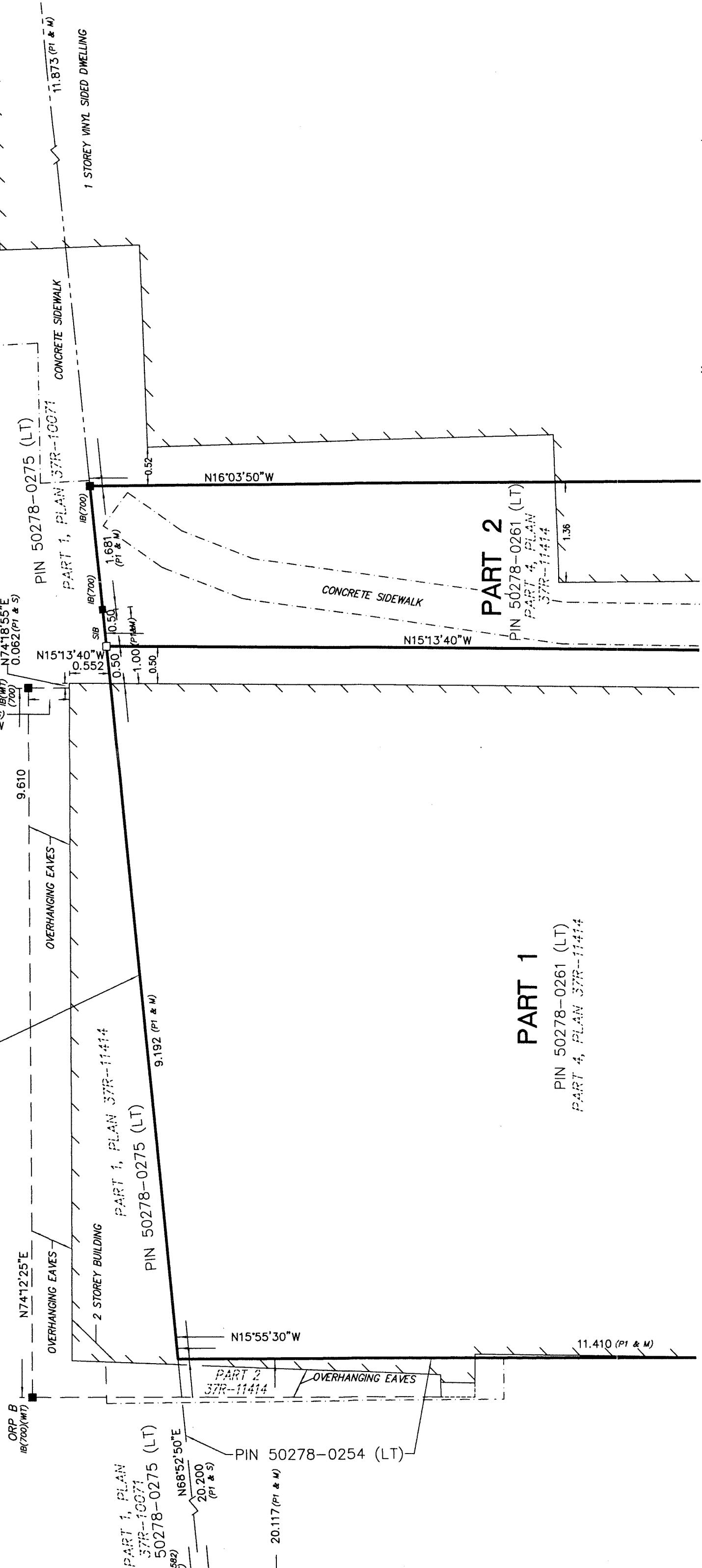
This 23 day of June

A.D., 2021


A Commissioner, etc.

— GEOGRAPHIC TOWNSHIP
LOT 6, CONCESSION 8
OF TOWNSEND
Z.O.

PIN 50278-0275 (LT)
PART 1, PLAN 37R-10071





HAND DELIVERED

July 8, 2021

Norfolk County
185 Robinson Street
Simcoe, Ontario
N3Y 5L6

Attention: Mr. Fabian Serra

Dear Sir:

Re: Our Client – Deborah Vandalen
Property – 43 Washington Street Waterford

I represent Deborah Vandalen with respect to the enclosed Application related to 43 Washington Street, Waterford, Ontario

As you will see, the enclosed Application relates to an application for a boundary adjustment as between 43 Washington Street, Waterford, Ontario and 122 Alice Street, Waterford, Ontario.

In this regard, please find enclosed the following:

1. Copy of the parcel register for 43 Washington Street, Waterford, Ontario
2. Copy of the parcel register for 122 Alice Street, Waterford, Ontario
3. Two copies of the "Sketch"
4. Cheque in the amount of \$2,861.00 made payable to: Norfolk County

An emailed copy of the "Sketch" has also been or will be sent to you.

If you require anything further, please let me know.

39 Colborne Street North Simcoe Ontario N3Y 3T8

R. Paul Hosack~ Maria Kinkel~
Chris Nunn Peter Karsten~
Jamie Pereira~ Emma Brown
~ *Professional Corporation,*

www.mhnlawyers.com

Phone: 519.426.6763

Fax: 519.426.2055

I look forward to hearing from you in response to the enclosed Application at your earliest opportunity.

Yours very truly,

MHN LAWYERS LLP

Peter Karsten

PK/mr

Encl.

(karsten@mhnlawyers.com)

39 Colborne Street North Simcoe Ontario N3Y 3T8

R. Paul Hosack~ Maria Kinkel~
Chris Nunn Peter Karsten~
Jamie Pereira~ Emma Brown

~ Professional Corporation

www.mhnlawyers.com
Phone: 519.426.6763
Fax: 519.426.2055

CONTEXT MAP

Urban Area of WATERFORD

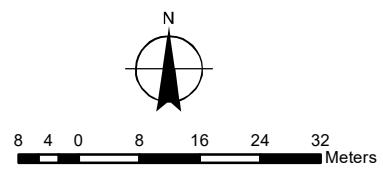


Legend

- Subject Lands
- Lands Owned

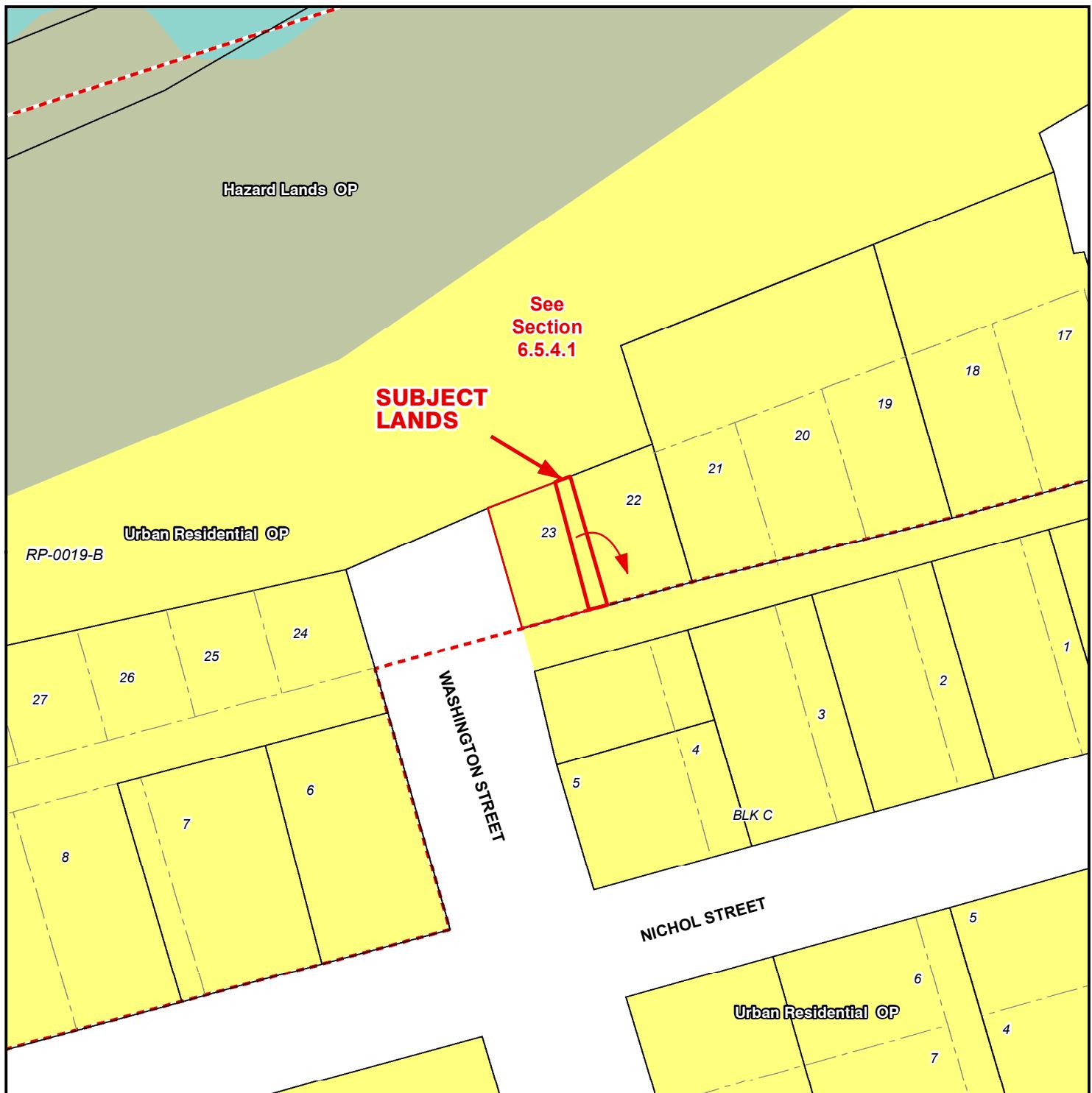
2020 Air Photo

2021-09-03



OFFICIAL PLAN MAP

Urban Area of WATERFORD



Legend

Subject Lands

Lands Owned

Official Plan Designations



Hazard Lands



Provincially Significant Wetland



Urban Residential



Special Policy Area



Urban Area Boundary

2021-09-03



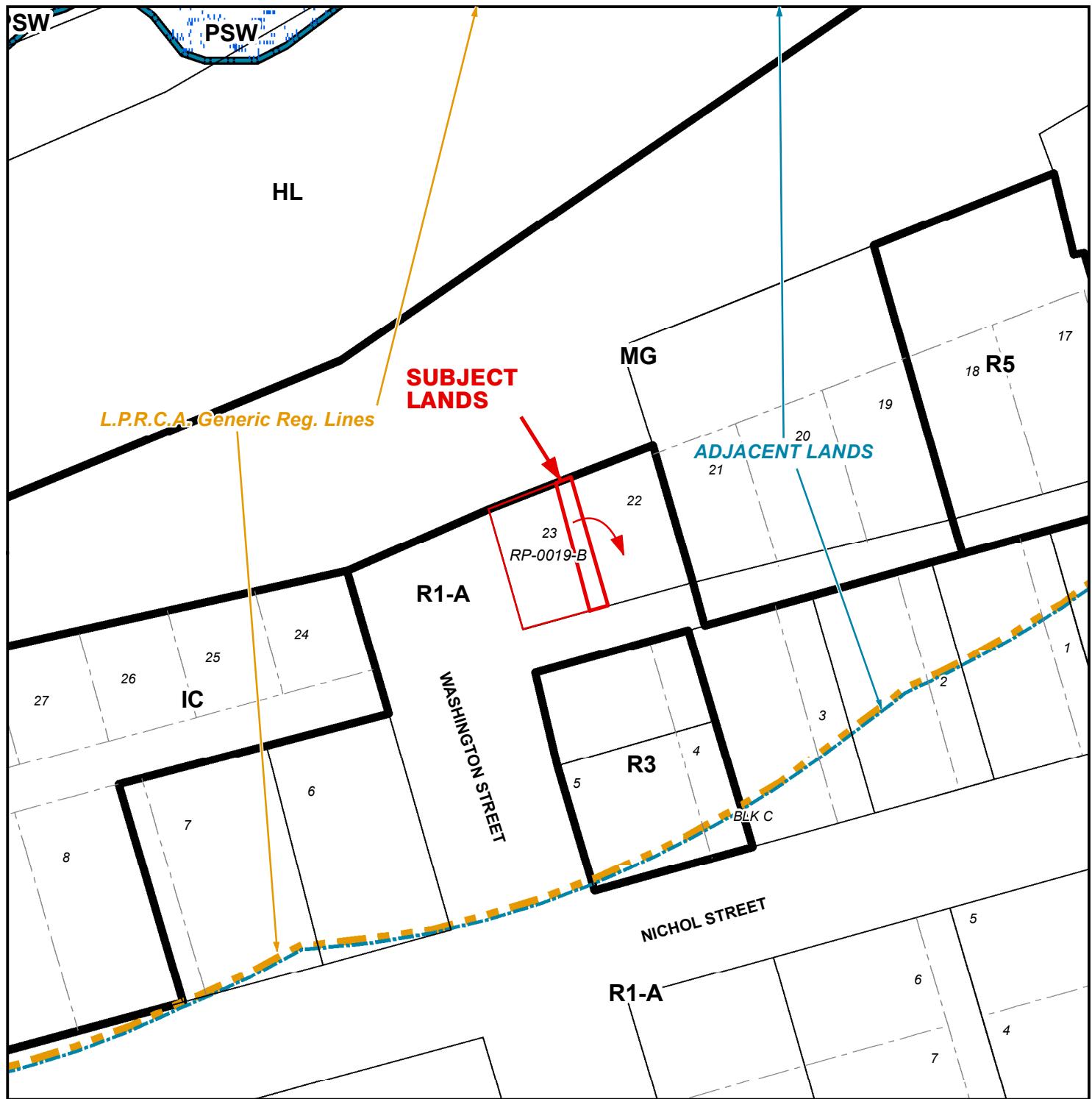
6 3 0 6 12 18 24 Meters

MAP C

BNPL2021277

ZONING BY-LAW MAP

Urban Area of WATERFORD



LEGEND

-  Subject Lands
 -  Lands Owned
 -  Adjacent Lands
 -  Wetland
 -  LPRCA Generic RegLines

ZONING BY-LAW 1-Z-2014

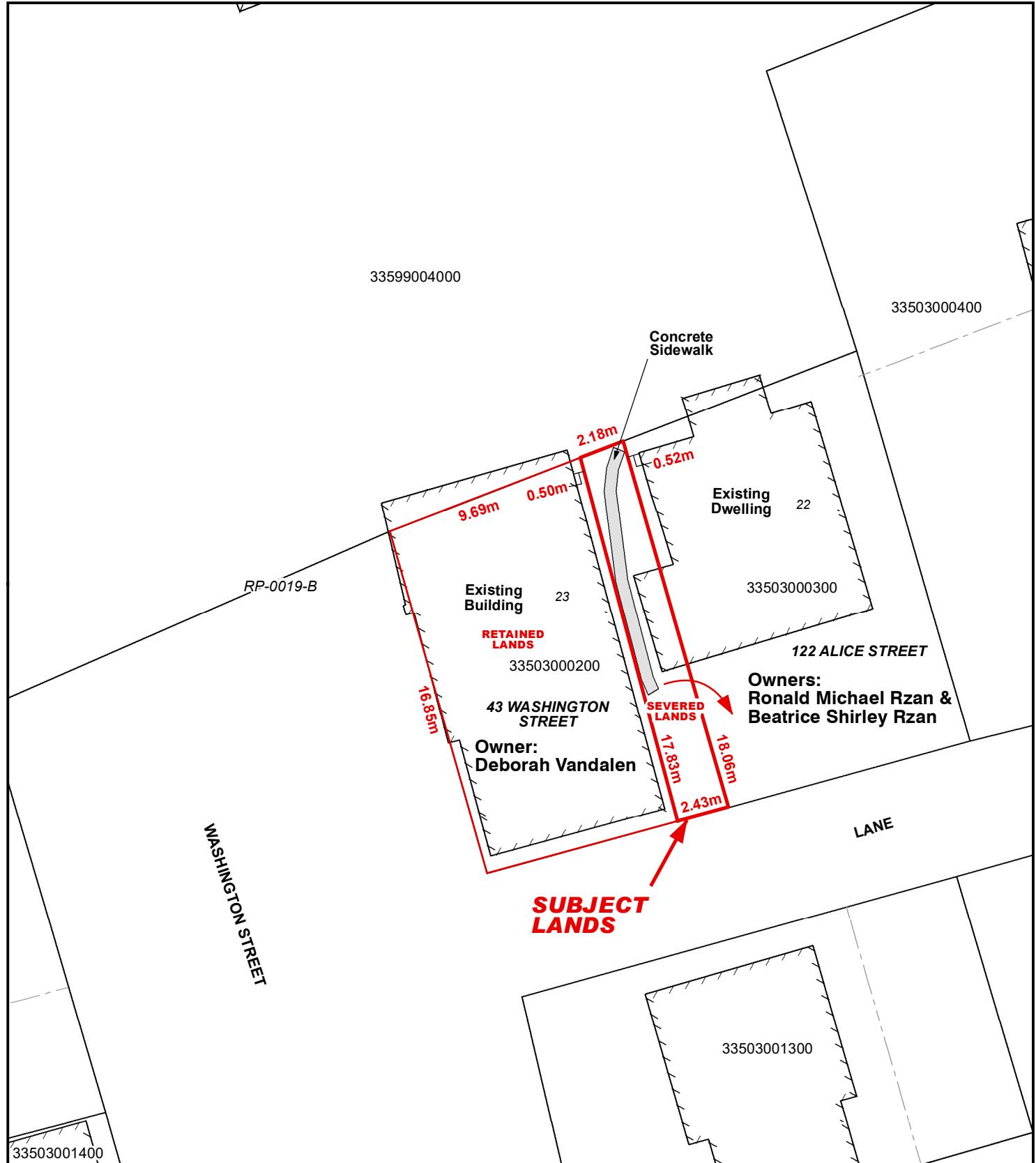
- (H) - Holding
 - IC - Community Institutional Zone
 - MG - General Industrial Zone
 - HL - Hazard Land Zone
 - PSW - Provincially Significant Wetland Zone
 - R1-A - Residential R1-A Zone
 - R3 - Residential R3 Zone
 - R5 - Residential R5 Zone

2021-09-03



CONCEPTUAL PLAN

Urban Area of WATERFORD



Legend

- Subject Lands
- Lands Owned

2021-09-03



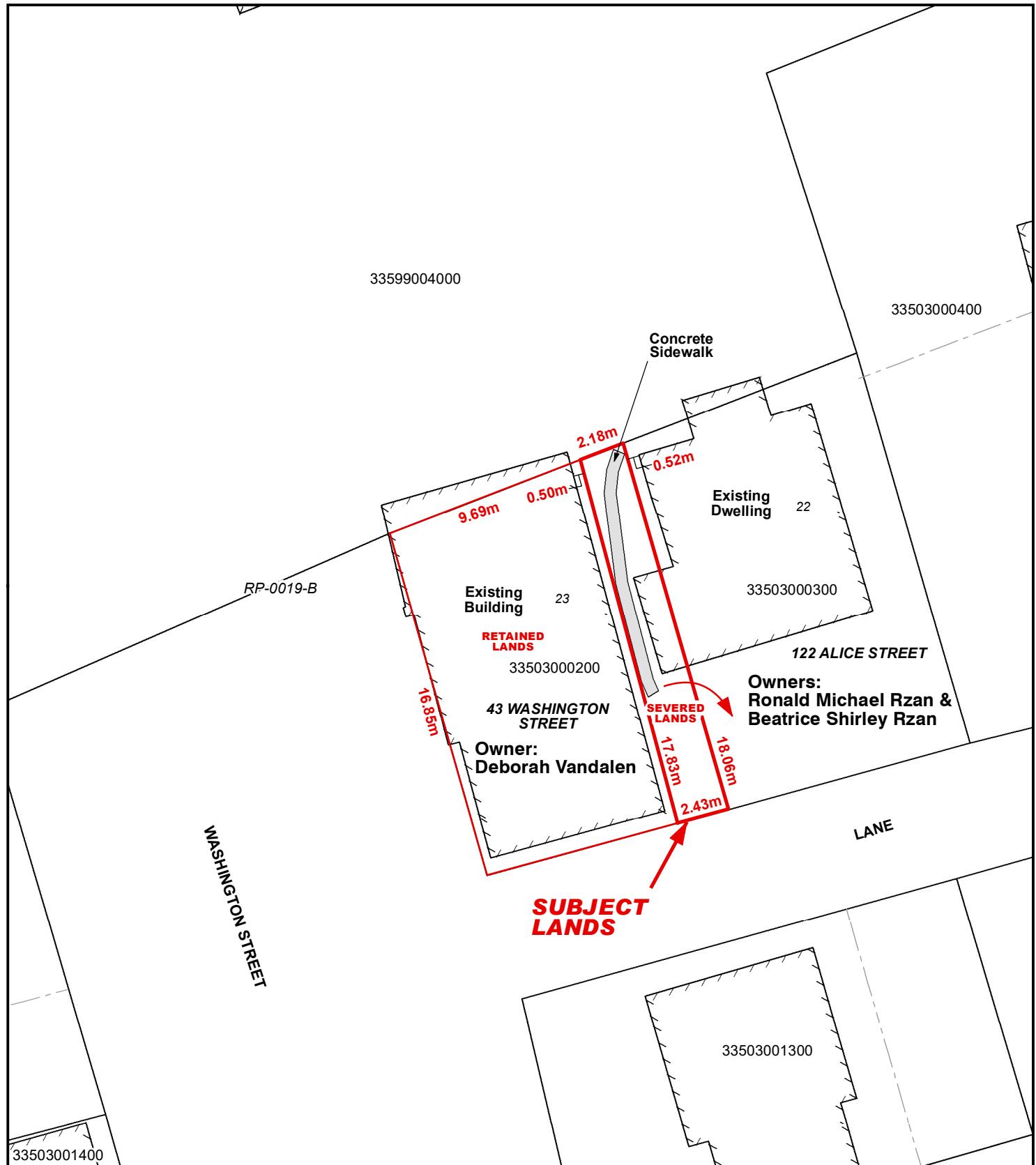
2 1 0 2 4 6 8 Meters

LOCATION OF LANDS AFFECTED

BNPL2021277

CONCEPTUAL PLAN

Urban Area of WATERFORD



Legend

- Subject Lands
- Lands Owned

2021-09-03



2 1 0 2 4 6 8 Meters