



November 7th, 2024

Norfolk County
Planning Department
12 Gilbertson Drive,
Simcoe, Ontario N3Y 3N3

Hand-delivered

Attention: Committee of Adjustment and Andrew Wallace, Planner

Dear Madam or Sir:

**RE: Schuyler Farms – 578 Concession 14 Townsend Surplus Farm Dwelling
Severance**

We are the solicitors for Schuyler Farms Limited.

Please find enclosed the Surplus Farm Dwelling Severance application and existing on-site sewage evaluation for the surplus dwelling at the subject-noted property.

Please process this application for the earliest possible Committee of Adjustment date.

Please contact the undersigned if you require any further information.

Yours truly,

BRIMAGE LAW GROUP

Per:

A handwritten signature in blue ink, appearing to read "Nathan Kolomaya", is written over a horizontal line.

Nathan Kolomaya
NK

For Office Use Only:

File Number	_____	Application Fee	_____
Related File Number	_____	Conservation Authority Fee	_____
Pre-consultation Meeting	_____	Well & Septic Info Provided	_____
Application Submitted	_____	Planner	_____
Complete Application	_____	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: 331033607071400**A. Applicant Information****Name of Owner** Schuyler Farms Limited c/o Brett Schuyler

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 383 Concession 14 Townsend

Town and Postal Code Simcoe, Ontario N3Y 4K3

Phone Number _____

Cell Number 519-427-9696

Email brett@schuylerfarms.ca

Name of Applicant Same as owner

Address _____

Town and Postal Code _____

Phone Number _____

Cell Number _____

Email _____

Name of Agent	Brimage Law Group - Nathan Kolomaya
Address	21 Norfolk Street North
Town and Postal Code	Simcoe, Ontario N3Y 4L1
Phone Number	519-426-5840
Cell Number	
Email	nkolomaya@brimage.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 mortgages, charges or other encumbrances on the subject lands:

Bank of Montreal - First Canadian Place, 100 King Street West, 18th Floor, Toronto, Ontario M5X 1A1

B. Location, Legal Description and Property Information

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

PT LT 7-8 CON 14 TOWNSEND PT 1 37R6333 EXCEPT PT 1 37R7820, PT 1 37R8154; NORFOLK COUNTY

Municipal Civic Address: 578 Concession 14 Townsend, Simcoe, Ontario

Present Official Plan Designation(s): Agricultural

Present Zoning: Agricultural

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:

Agricultural and single-family residential

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:

Single-family dwelling to be retained

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.

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:

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:

9. Existing use of abutting properties:

Agricultural and single-family residential

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	669m	30m	12.1.2(b)(i)	600.491	NIL
Lot depth	Irregular				N/A
Lot width	Irregular				N/A
Lot area	54.25ha	40ha	12.1.2(a)(i)	53.77ha	N/A (surplus dwelling)
Lot coverage					
Front yard					
Rear yard					
Height					
Left Interior side yard					
Right Interior side yard					
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:

N/A

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

Frontage: 68.509m

Depth: 68.750m/72.448m

Width: 67.907m

Lot Area: 4,798sqm

Present Use: Single-family dwelling

Proposed Use: Single-family dwelling

Proposed final lot size (if boundary adjustment): N/A

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

Description of land intended to be retained in metric units:

Frontage: 600.491m

Depth: Irregular

Width: Irregular

Lot Area: 53.77ha

Present Use: Agricultural

Proposed Use: Agricultural

Buildings on retained land: None

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: See attached Schedule
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:

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:

Severance of existing surplus dwelling

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:

Severance of existing surplus dwelling

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:

Concession 14 Townsend

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.

Brett Schuyler
Owner/Applicant/Agent Signature

November 1st, 2024
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 Brett Schuyler, President, Schuyler Farms Limited am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Brimage Law Group - Nathan Kolomaya 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.

Brett Schuyler
Owner

November 1st, 2024
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, Nathan Kolomaya of Norfolk County, Province of 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:

Norfolk County



Owner/Applicant/Agent Signature

In the Province of Ontario

This 7th day of November

A.D., 2024



A Commissioner, etc.

SCHEDULE OF LANDS

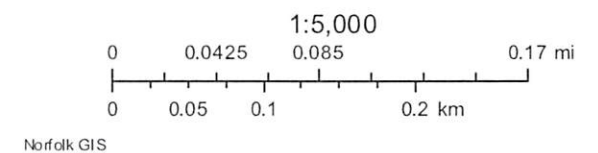
						Crops
Classification	Township	Concession	Lot	Roll Number	Acres	
Farm	Woodhouse	6	7	33 10 337 020 09000	84	Corn
Farm	Woodhouse	6	7	33 10 337 020 08600	48.93	Corn
Farm	Windham	13	5,6	33 10 403 025 10900	60.57	Soybeans
Farm	Townsend	14	9	33 10 336 070 81600	16	Soybeans
Farm	Townsend	14	7 to 12	33 10 336 070 81500	88.55	apples
Farm	Townsend	14	12	33 10 336 070 73700	67.05	Apple
Farm	Townsend	14	8	33 10 336 070 71600	97.05	Soybeans
Farm	Townsend	14	8,9	33 10 336 070 71650	27	Soybeans
Farm	Townsend	14	8	33 10 336 070 71700	28.26	Soybeans
Farm	Woodhouse	6	8	33 10 337 020 08500	62.29	Apple
Farm	Woodhouse	6	4	33 10 337 010 20300	48.16	Apple
Farm	Townsend	12	5	33 10 336 070 33000	47.13	Apple
Farm	Townsend	13	9,10	33 10 336 070 58300	198.97	Apple
Farm	Townsend	13	7	33 10 336 070 59000	57.45	Cherry
Farm	Townsend	13	6	33 10 336 070 60100	115.68	Apple
Residential	Townsend	13	6	33 10 336 070 60100	1	Less than 10 years old
Residential	Townsend	13	6	33 10 336 070 60208	0.55	Severed
Farm	Townsend	13	4,5	33 10 336 070 61500	62.01	50% Apple, 50% Cherry
Farm	Townsend	13	4	33 10 336 070 62400	110.33	50% Apple, 50% Cherry
Farm	Townsend	14	7,8	33 10 336 070 71400	133.06	Cherry
Residential	Townsend	14	7,8	33 10 336 070 71400	1	Less than 10 years old
Farm	Townsend	14	10,11	33 10 336 070 73100	139.68	Apple
Residential	Townsend	14	10,11	33 10 336 070 73100	1	Less than 10 years old
Farm	Townsend	14	4,5	33 10 336 070 82400	133.35	Apple
Farm	Woodhouse	6	6	33 10 337 010 19500	47.27	Soybeans
Farm	Woodhouse	6	5,6	33 10 337 010 20005	140.74	Cherry
Farm	Townsend	13	5	33 10 336 070 60300	48.28	Apple
Farm	Townsend	13	7,8	33 10 336 070 59500	143.79	Cherry
Farm	Townsend	14	10	33 10 336 070 72600	24.13	Apple
Farm	Woodhouse			33 10 337 010 21100	160.6	Soybeans
Farm	Woodhouse	6	7	33 10 337 020 09300	44	Corn
Farm	Windham	13	1,2	33 10 403 025 12050	81.16	Apple
Farm	Townsend	14	14,15	33 10 336 080 62950	83.85	Corn
Farm	Woodhouse	6	13	33 10 337 020 01700	88.24	Soybeans
Farm	Woodhouse	6	8	33 10 337 020 00800	49.03	Soybeans
Farm	Townsend	12	6	33 10 336 070 31000	51.58	Apple
Farm	Townsend	14	15,16	33 10 336 080 60900	109.68	Corn
Farm	Townsend	14	19	33 10 336 080 55900	66.13	Soybeans
Farm				28 10 339 080 42100	67.73	Soybeans
Farm	Townsend	13	7,8	33 10 336 070 52500	129.14	Cherry
Farm	Townsend	13	5	33 10 336 070 60400	40.20	Apple
Farm	Townsend	12	8	33 10 336 070 28100	52.28	Cherry
Farm	Townsend	12	8	33 10 336 070 27800	20.85	Cherry
Farm	Townsend	12	9	33 10 336 070 27600	39.74	Cherry
Farm	Townsend	12	7,8	33 10 336 070 28200	17.20	Corn
Farm	Townsend	12	8,9	33 10 336 070 28500	25.00	Cherry
Farm	Townsend	12	8	33 10 336 070 27910	1.25	Cherry
Farm	Townsend	12	8	33 10 336 070 27930	1.56	Cherry
Farm	Townsend	12	8	33 10 336 070 27920	2.18	Cherry
Residential	Townsend	12	8	33 10 336 070 27805	1.00	Cherry
Farm	Townsend	12	13	33 10 336 080 24300	73.38	Apple
Farm	Townsend	12	11	33 10 336 070 26000	98.00	Apple
Farm	Townsend	12	12	33 10 336 070 25800	97.61	Apple
Farm	Townsend	11	12	33 10 336 070 05600	41.43	Apple
Farm	Townsend	12	10	33 10 336 070 23700	79.88	Apple
Farm	Townsend	11	10	33 10 336 070 07400	99.84	Cherry
Farm	Townsend	9	8	33 10 336 050 54800	77.65	Cherry
Farm	Woodhouse	2	3	33 10 337 030 22400	193.58	Cherry

MAP NORFOLK - Community Web Map



11/7/2024, 2:26:45 PM

-  Land Parcels
-  DraftPlan
-  Road Labels
-  Civic Address
-  Plan Lines



Property Information	
Municipal Address	578 Concession 14, Simcoe
Assessment Roll Number	331033 607 07 14 000 000
Date of Evaluation	August 26, 2024

Evaluators Information	
Evaluators Name:	Neil Montague
Company Name:	Neil Montague Construction Ltd.
Address:	2461 Hwy 3, Jarvis NOA 170
Phone:	519-587-4173
Email	admin@montagueconstruction.com
BCIN #	11677
Purpose of Evaluation	<input type="checkbox"/> Consent <input type="checkbox"/> Site Plan <input type="checkbox"/> Zoning <input type="checkbox"/> Building Permit Application <input type="checkbox"/> Minor Variance <input checked="" type="checkbox"/> Other <u>Severance</u>
Building Information	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural

Gross building area: (m²): 200m²

Number of bedrooms: 3

Number of fixture units: 23.5

Daily Design Flow: (Litres) 1775

Is the building currently occupied? ☒ Yes ☐ No If No, how long?

Site Evaluation

Soil type, percolation time (T) Silty clay T= 40

Site slope ☒ Flat ☐ Moderate ☐ Steep

Soil condition: ☐ Wet ☒ Dry

Surface discharge observed ☐ Yes ☒ No

Odour detected: ☐ Yes ☒ No

Weather at time of evaluation: Sunny

System Description

☐ Class 1 - Privy ☐ Class 2- Greywater ☐ Class 3 - Cesspool ☒ Class 4 - Leaching Bed ☐ Class 5 - Holding Tank

Type of leaching bed. Class 4 - Leaching Bed only - Complete & attach Worksheet E

☐ A. Absorption Trench ☒ B. Filter Bed ☐ C. Shallow Buried Trench

☐ D. Advance Treatment System ☐ E. Type A Dispersal Bed ☐ F. Type B Dispersal Bed

Existing Tank Size (litres): 4500 L

☒ Pre-cast Concrete ☐ Plastic ☐ Fibreglass
☐ Wood ☐ Other (specify): Pump: ☒ Yes ☐ No

☐ In ground system ☒ Raised Bed system
 Height raised above original grade (metres)

Setbacks (metres)	Tank	Distribution Pipe
Distance to buildings & structures	2m	10m
Distance to bodies of water	> 50m	> 50m
Distance to nearest well	17m	35m
Distance to proposed property lines	Front: 50m Rear: 23m	Left: 50m Right: 13m

Worksheet A: Dwellings - Daily Design Flow Calculations (Q)

A) Residential Occupancy		(Q) Litres	Total
Number of Bedrooms	1 Bedroom	750	
	2 Bedrooms	1100	
	3 Bedrooms	1600	1600
	4 Bedrooms	2000	
	5 Bedrooms	2500	
Subtotal (A)			1600

B) Plus Additional Flow for:				
Note: Use the largest additional flow calculation to determine Daily Design Flow (Q). If none apply Subtotal (B) is zero.				
		Quantity	(Q) Litres	Total
Either	Each bedroom over 5		500	
Or	Floor space for each 10m ² over 200m ² up to 400m ²		100	
	Floor space for each 10m ² over 400m ² up to 600m ²		75	
	Floor space for each 10m ² over 600m ²		50	
	Floor space for each 10m ² over 600m ²		50	
Or	Each Fixture Unit over 20 fixture Units (Total of Worksheet B - 20 = Quantity)	3.5	50	175
Subtotal (B)				175
Subtotal A+B=Daily Design Flow (Q)				1775

Worksheet B: Dwellings Fixture Unit Count

Fixtures	Units	How Many?		Total
Bath group (toilet, sink, tub or shower) with flush tank	6.0	X	=	
Bathtub only(with or without shower)	1.5	X	2	= 3
Shower stall	1.5	X	=	
Wash basin / Lavatory (1.5 inch trap)	1.5	X	3	= 4.5
Water closet (toilet) tank operated	4.0	X	3	= 12
Bidet	1.0	X	=	
Dishwasher	1.0	X	1	= 1
Floor Drain (3 inch trap)	3.0	X	=	
Sink (with/without garbage grinder, domestic and other small type single, double or 2 single with a common trap)	1.5	X	=	
Domestic washing machine	1.5	X	1	= 1.5
Combination sink and laundry tray single or double (Installed on 1.5 inch trap)	1.5	X	1	= 1.5
Other:				
Total Number of Fixture Units:				23.5

1. Refer to Ontario Building Code Division B Table 7.4.9.3 for a complete listing of fixture types and units.
2. Where the laundry waste is not more than 20% of the total daily design flow, it may discharge to the sewage system. OBC 8.1.3.1(2)
3. Sump pumps are not to be connected to the sewage system. Connection to sewage system may lead to a hydraulic failure of the system.

Worksheet C: Other occupancies types

Camp for the Housing of Workers	Number of Employees	(Q) Litres	Total
Note: building size, number of bedrooms and fixture count are not required for a Camp for the Housing of Workers		250	
Daily Design Flow (Q)			

Other Occupancy Daily Design Flow Calculation (Q)

To calculate the daily design flow for occupancies, please refer to Ontario Building Code Division B – Part 8 Table 8.2.1.3.B

Establishment	Operator Example: number of seats, per floor area, number of employees/students	Volume Litres	Total
Daily Design Flow (Q)			

Work Sheet D: Septic Tank Size

Minimum septic tank size permitted by the Ontario Building Code is 3600 litres.

Minimum holding tank size permitted by the Ontario Building Code is 9000 litres.

Occupancy type	Daily Design Flow (Q)	Minimum tank size (L)
Residential Occupancy house, apartment, camp for housing of workers	1775	X 2 = 3550
All Other Occupancies		X 3 =
Holding Tank		X 7 =

Worksheet E: Leaching Bed Calculations (Class 4)

Complete One of A, B, C, D, E, F		
<input type="checkbox"/> A. Absorption Trench		
Total length of distribution pipe	Conventional $(Q \times T) + 200 =$ _____ m Type I leaching chambers $(Q \times T) + 200 =$ _____ m Type II leaching chambers $(Q \times T) + 300 =$ _____ m Configured as: _____ runs of _____ m Total: _____ m	
<input checked="" type="checkbox"/> B. Filter Bed		
Effective Area If $Q \leq 3000$ litres per day use $Q + 75$ If $Q > 3000$ litres per day use $Q + 50$ Level II-IV treatment units, use $Q + 100$ Distribution Pipe Contact Area = $(Q \times T) + 850$ Mantel (see Part 1)	Effective area: <u>1715</u> (Q) + <u>75</u> (75, 50, or 100) = <u>23.68</u> m ² Configured as: <u>5</u> m x <u>5</u> m Number of beds <u>1</u> Number of runs: <u>5</u> Spacing of runs: <u>2</u> m Contact Area: $(\frac{1715}{300} (Q) \times \frac{40}{300} (T)) + 850 =$ <u>63.53</u> m ²	
<input type="checkbox"/> C. Shallow Buried Trench		
Percolation time (T) of soil in minutes: 1 < T ≤ 20 20 < T ≤ 50 50 < T < 125	Length of distribution pipe (metres) Q + 75 metres Q + 50 metres Q + 30 metres	(L) = _____ (Q) + _____ (75, 50, 30) = _____ m Configured as: _____ runs of _____ m Total: _____ m
<input type="checkbox"/> D. Advance Treatment System		
Provide description of system.		
<input type="checkbox"/> E. Type A Dispersal Bed		
Stone Layer If $Q \leq 3000$ litres per day, use $Q + 75$ If $Q > 3000$ litres per day, use $Q + 50$ Sand Layer 1 < T ≤ 15 use $(Q \times T) + 850$ T > 15 use $(Q \times T) + 400$	Stone Layer = _____ (Q) + _____ (75 or 50) = _____ m ² Sand Layer = (_____ (Q) x _____ (T)) ÷ (850 or 400) = _____ m ²	
<input type="checkbox"/> F. Type B Dispersal Bed		
Area = $(Q \times T) + 400$ Linear Loading Rate (LLR) T < 24 minutes, use 50 L/min If T ≥ 24 minutes, use 40 L/min	Area = (_____ (Q) x _____ (T)) ÷ 400 = _____ m ² Pump chamber capacity = _____ L Length (Q ÷ LLR) = _____ m Bed configuration = _____ m x _____ m = _____ m ² Number of Beds = _____	
Distribution Pipe	Configured as: _____ runs of _____ m Total: _____ m	

Worksheet F: Cross Sectional Drawings

Subsoil Investigation – Test pit

1. Soil sample to be taken at a depth of
2. Test pit to be a minimum 0.9m

Indicate level of rock and ground water level below original grade.

Rock > 5m
Water > 5m

Original grade

0.5m

1.0m

1.5m

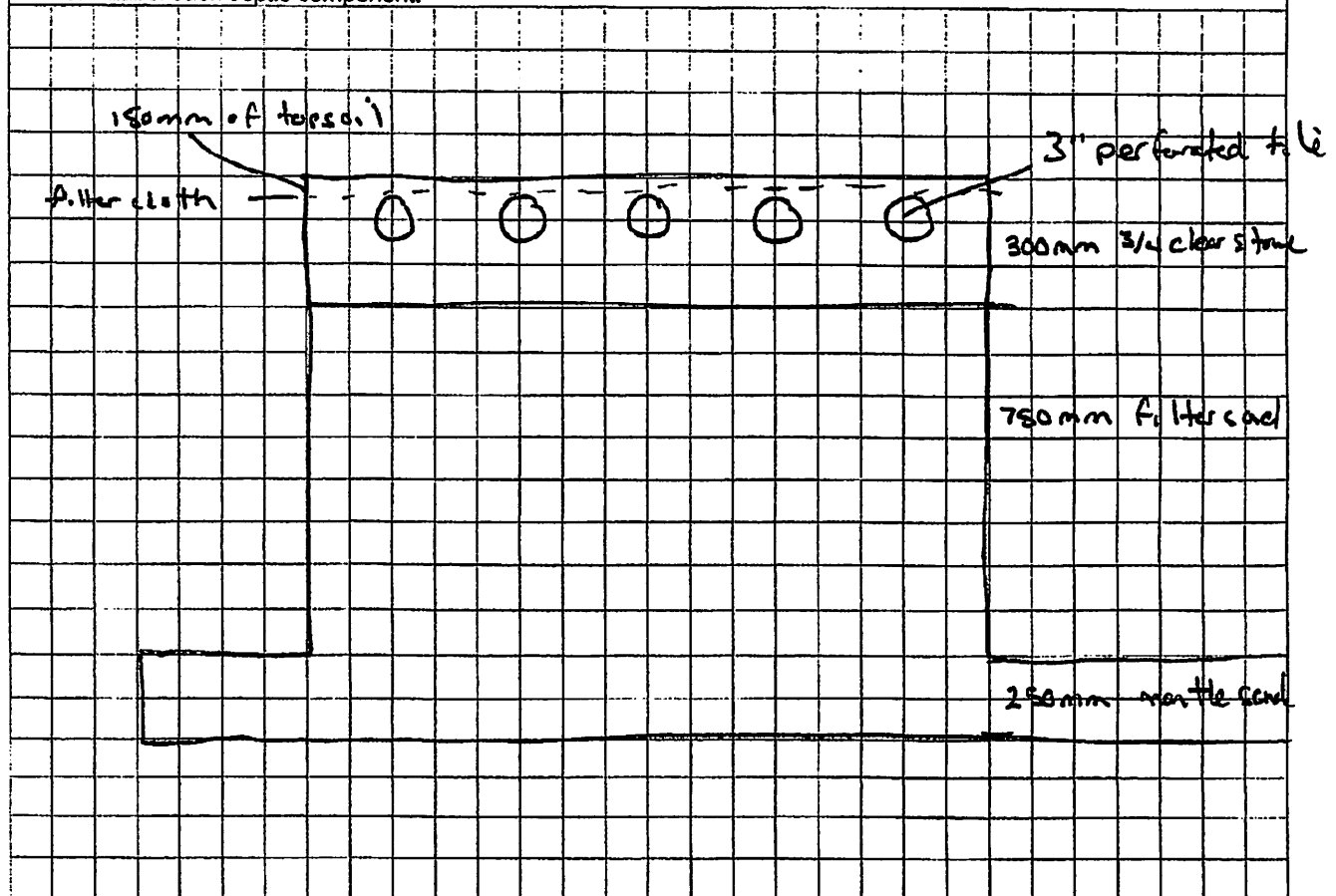
Soil and subgrade investigation.
Indicate soil types

Topsoil

Silty clay

Cross sectional drawings are required for all septic systems

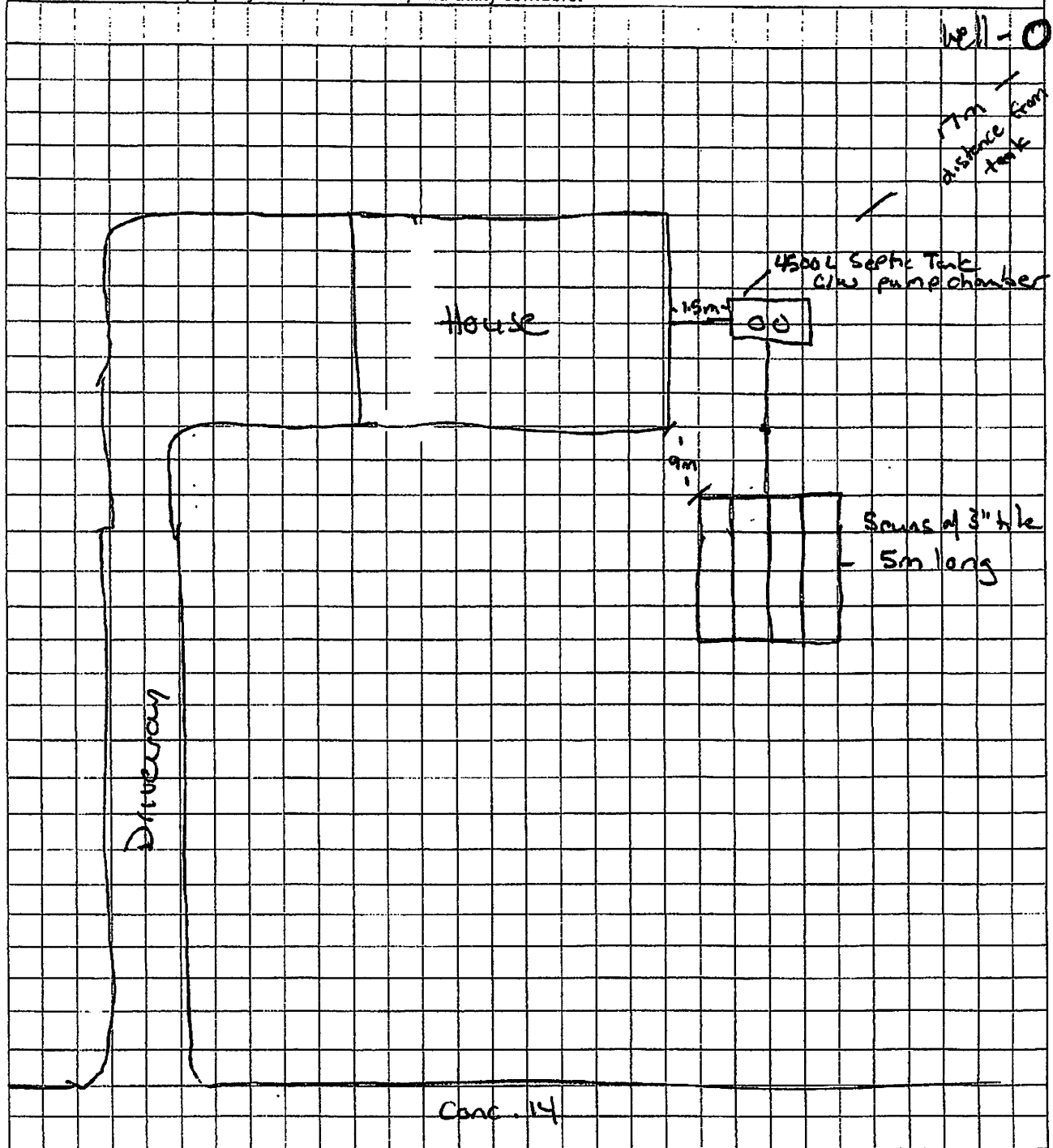
1. Location of existing grade.
2. Measurements to each component, distances to water table
3. Label each septic component.



Worksheet G: Septic Plot Plan

Please provide the following information on this work sheet:

1. Location of sewage system and its components (e.g. tank, leaching bed, pump chamber)
2. Location of all buildings, pools and wells on the property and neighbouring properties
3. Locate and show minimum clearances for treatment units and distribution piping of items. Ontario Building Code, Division B, Table 8.2.1.6.A. and 8.2.1.6.B.
4. Location of property lines, easements, and utility corridors.



Overall System Rating

- ☒ System working properly / no work required.
- ☐ System functioning / Maintenance required.
- ☐ System functioning / Minor repairs required
- ☐ System failure / Replacement required.

Additional Comments:

Note: Any repair or replacement of an on-site sewage system requires a building permit.

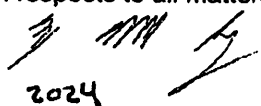
Contact the Norfolk County Building Department at (519) 426-5870 ext. 6016 for more information.

Verification

Owner:

The owner is responsible for having a site evaluation conducted of the above mentioned property. Neither the evaluation nor the approval thereof shall exempt the owner(s) from complying with the Ontario Building Code or any other applicable law.


I, Marshall Schuyler (the owner of the subject property) hereby authorize the above mentioned evaluator to act on my behalf with respects to all matters pertaining to the existing onsite sewage system evaluation.

Owners Signature: 

Date: August 26 2024

Evaluator:

I, Neil Montague declare that this site evaluation is accurate as of the date of inspection. No determination of future performance can be made due to unknown conditions, future water usage over the life of the system, abuse of the system and/or inadequate maintenance, all of which can affect the life of the system. This evaluation does not grant or imply any guarantee or warranty of the future performance of the sewage system. The undersigned takes no responsibility for the accuracy of existing or proposed property lines, whether measured or implied.

Evaluator Signature: 

Date: August 26, 2024

Building Department Review

Comments:

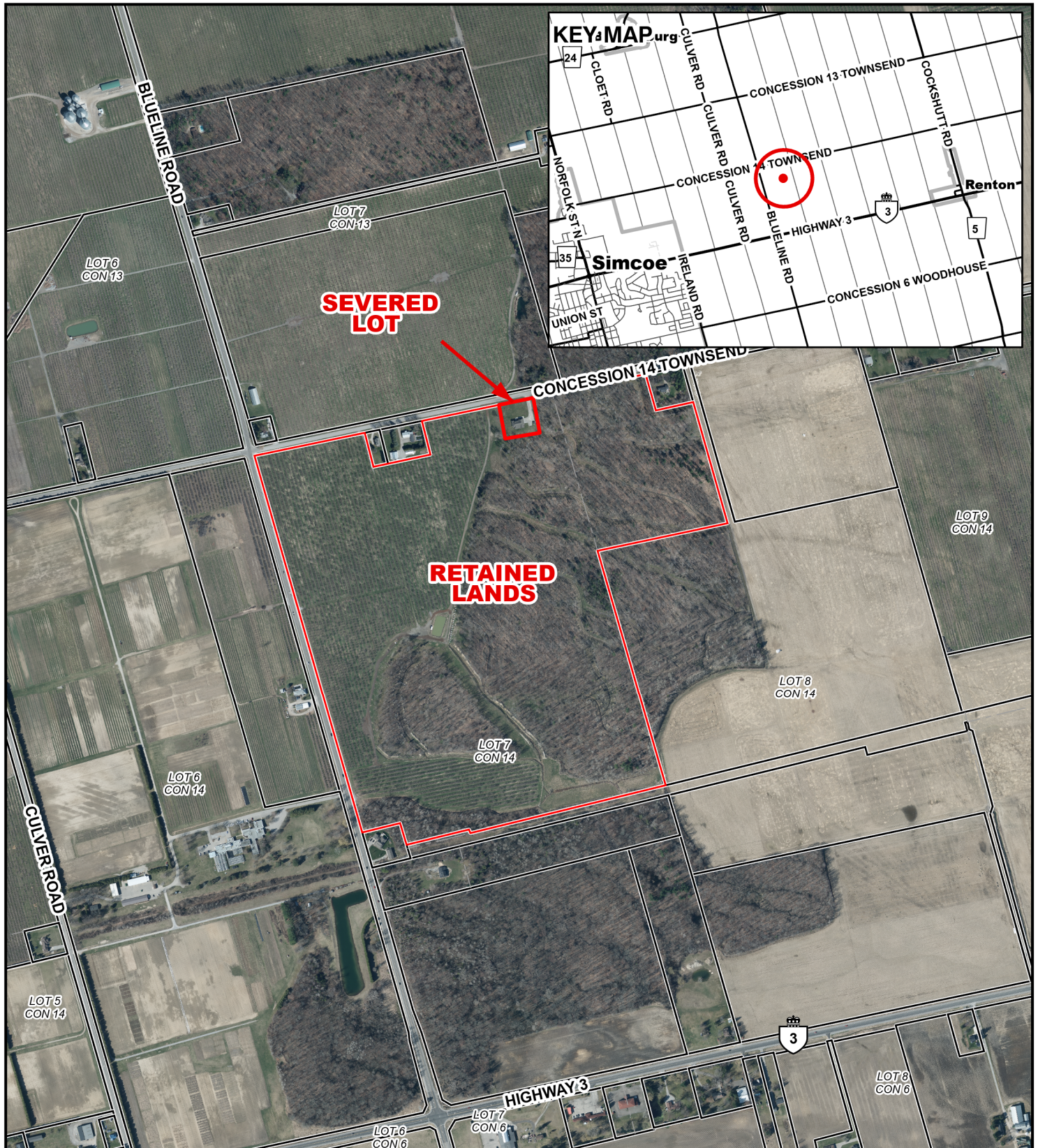
Building Inspectors Name:

Building Inspector Signature:

Date:

CONTEXT MAP

Geographic Township of TOWNSEND

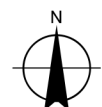


Legend

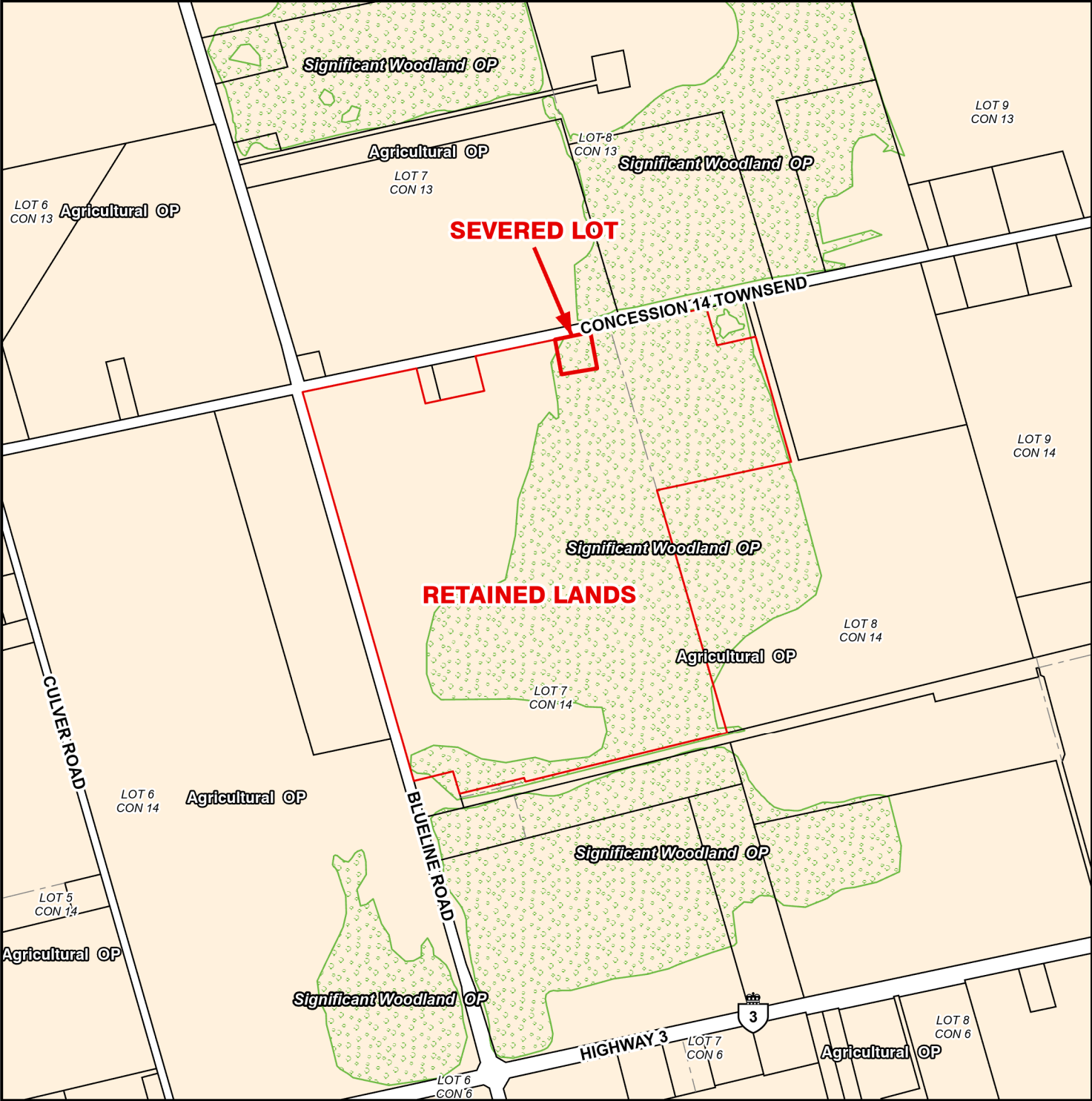
- Subject Lands
- Lands Owned

2020 Air Photo

3/11/2025



80 40 0 80 160 240 320 Meters



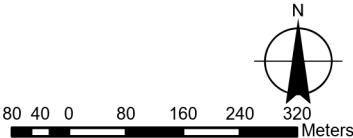
Legend

- Subject Lands
- Lands Owned

Official Plan Designations

- Agricultural
- Significant Woodland

3/11/2025

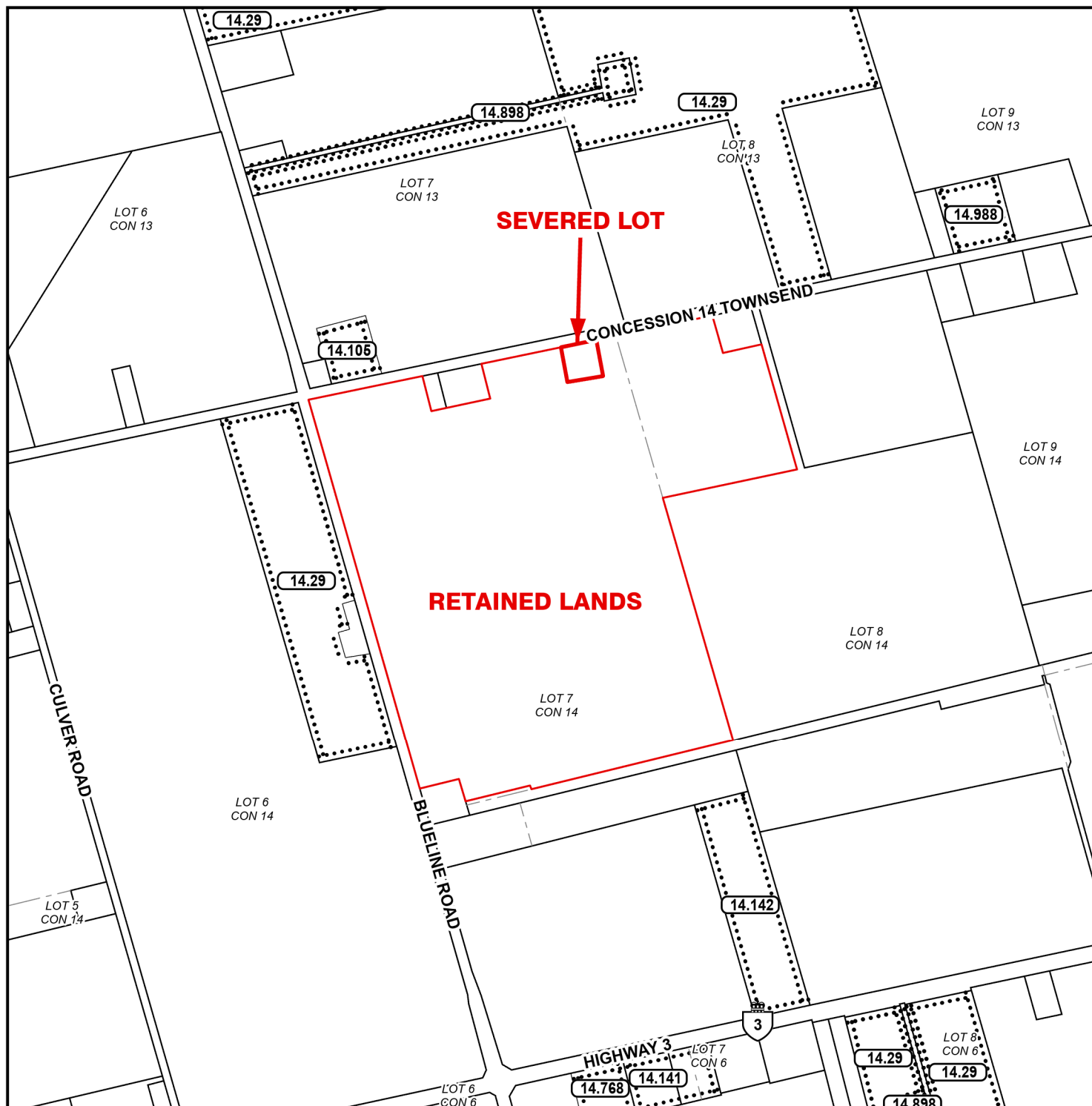


MAP C

ZONING BY-LAW MAP

Geographic Township of TOWNSEND

BNPL2024405



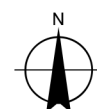
LEGEND

- Subject Lands
- Lands Owned

ZONING BY-LAW 1-Z-2014

3/11/2025

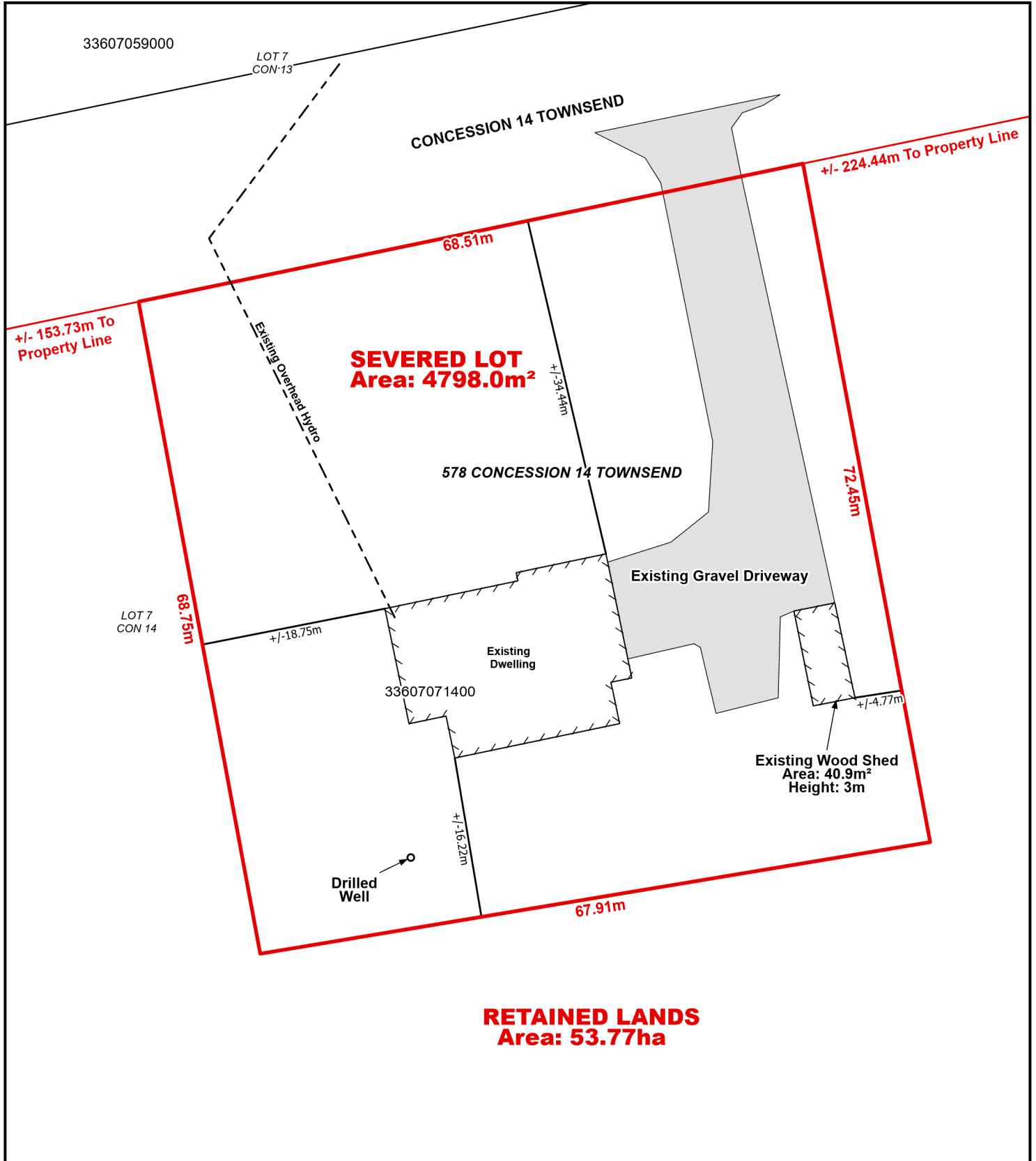
- (H) - Holding
- A - Agricultural Zone
- CR - Rural Commercial Zone
- OS - Open Space Zone



80 40 0 80 160 240 320 Meters

CONCEPTUAL PLAN

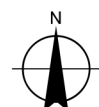
Geographic Township of TOWNSEND



Legend

- Subject Lands
- Lands Owned

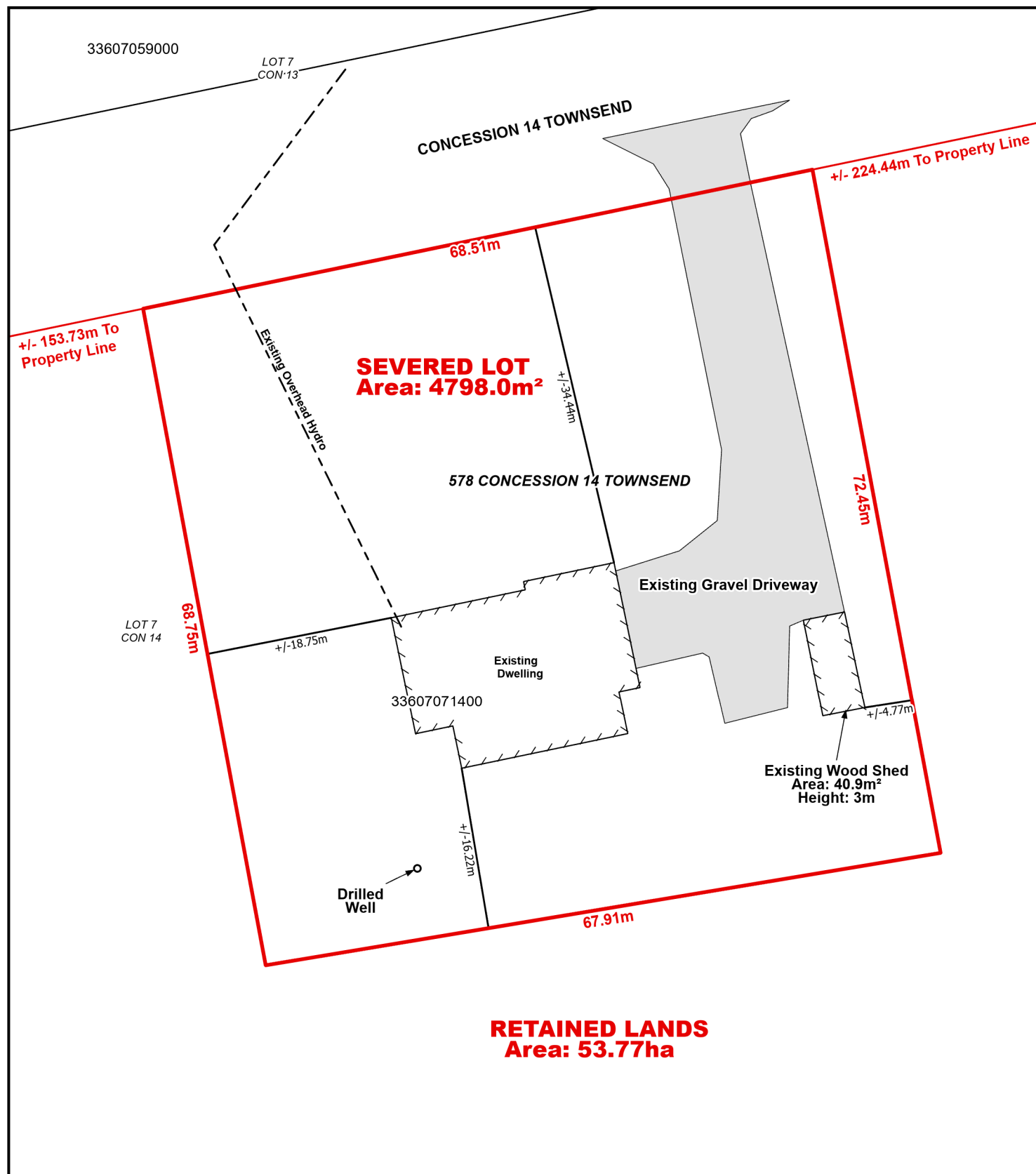
3/11/2025



4 2 0 4 8 12 16 Meters

CONCEPTUAL PLAN

Geographic Township of TOWNSEND



Legend

- Subject Lands
- Lands Owned

3/11/2025

