

For Office Use Only:

File Number	<u>ZNPL2018205</u>	SPRT Meeting	<u>—</u>
Related File Number	<u>—</u>	Application Fee	<u>\$ 2676</u>
Pre-consultation Meeting	<u>August 24/18</u>	Conservation Authority Fee	<u>n/a</u>
Application Submitted	<u>August 30/18</u>	OSSD Form Provided	<u>n/a</u>
Complete Application	<u>August 30/18</u>	Planner	<u>Steve</u>
Public Notice Sign	<u>Yes</u>		

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

<input type="checkbox"/>	Official Plan Amendment
<input type="checkbox"/>	Zoning By-Law Amendment
<input checked="" type="checkbox"/>	Temporary Use By-law
<input type="checkbox"/>	Draft Plan of Subdivision/Vacant Land Condominium
<input type="checkbox"/>	Condominium Exemption
<input type="checkbox"/>	Site Plan Application
<input type="checkbox"/>	Consent/Severance
<input type="checkbox"/>	Minor Variance
<input type="checkbox"/>	Easement/Right-of-Way
<input type="checkbox"/>	Extension of a Temporary Use By-law
<input type="checkbox"/>	Part Lot Control
<input type="checkbox"/>	Cash-in-Lieu of Parking
<input type="checkbox"/>	Renewable Energy Project or Radio Communication Tower

- Official Plan Amendment
- Zoning By-Law Amendment
- Temporary Use By-law
- Draft Plan of Subdivision/Vacant Land Condominium
- Condominium Exemption
- Site Plan Application
- Consent/Severance
- Minor Variance
- Easement/Right-of-Way
- Extension of a Temporary Use By-law
- Part Lot Control
- Cash-in-Lieu of Parking
- Renewable Energy Project or Radio Communication Tower

Property Assessment Roll Number: 33 10 336 030 78500**A. Applicant Information****Name of Owner**Ronald, Carolyn and Darcy Smith

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	<u>92 College Street W</u>
Town and Postal Code	<u>Waterford, N0E 1Y0</u>
Phone Number	<u>—</u>
Cell Number	<u>519-209-5972</u>
Email	<u>rsmith9800@gmail.com</u>

Name of Applicant Rhonda Michelle Smith-Pichler
Address 92 College Street West
Town and Postal Code Waterford, N0E 1Y0
Phone Number _____
Cell Number 519-209-5972
Email rsmith9800@gmail.com

Name of Agent _____
Address _____
Town and Postal Code _____
Phone Number _____
Cell Number _____
Email _____

Please specify to whom all communications should be sent. Unless otherwise directed, all correspondence, notices, etc., in respect of this application will be forwarded to the 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):
PT LT 6 CON 7 TOWNSEND; PT LT 11 BLK PL 19B AS IN NR509644

Municipal Civic Address: 92 College St W; TWN CON 7 PT Lot 6; REG; 0.66AC 227.70FR 126.06D

Present Official Plan Designation(s): Urban Residential

Present Zoning: R1-A

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

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, height, etc. on your attached sketch which must be included with your application:

Residential Home, Garage and a shed.

5. If an addition to an existing building is being proposed, please explain what will it be used for (e.g. bedroom, kitchen, bathroom, etc.). 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, height, etc. on your attached sketch which must be included with your application:

An RV house Trailer for the purpose of a Garden Suite to provide care for my parents.

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:

Approx year 1925

9. Existing use of abutting properties:

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.

1. Please explain what you propose to do on the subject lands/premises which makes this development application necessary:

Establish a Garden Suite

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

Garden Suites only permitted through a temporary use by-law

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: N/A
Depth: N/A
Width: N/A
Lot Area: N/A
Present Use: N/A
Proposed Use: N/A

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: N/A
Depth: N/A
Width: N/A
Lot Area: N/A
Present Use: N/A
Proposed Use: N/A

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

Frontage: N/A
Depth: N/A
Width: N/A
Area: N/A
Proposed use: N/A
N/A

8. Name of person(s), if known, to whom lands or interest in lands to be transferred, leased or charged (if known):

N/A

9. Site Information	Existing	Proposed
Please indicate unit of measurement, i.e. m, m ² or %, etc.		
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	_____	See attached
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. Multiple Family 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 m²

Bachelor	_____	_____
One bedroom	_____	_____
Two bedroom	_____	_____
Three bedroom	_____	_____
Townhouse	_____	_____

Other facilities provided (e.g. play facilities, underground parking, games room, swimming pool etc.):

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 (e.g. office, retail, storage, etc.):

Seating Capacity (for assembly halls, etc.): _____

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 (e.g. office, retail, storage, etc.):

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 (example: gas station, petroleum storage, etc.):

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:
Owner Knowledge

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:

Built up area

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:

Note: If in an area of source water 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
- Communal wells
- Individual wells
- Other (describe below)

Sewage Treatment

- Municipal sewers
- Communal system
- Septic tank and tile bed
- 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:

College Street West.

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.

Please see attached letter.

H. Supporting Material to be submitted by Applicant

All digital files must be received in the following naming format:

Developmentname Planname Engineersplannumber yr.m.da [date received or stamped]

For example: DairyQueenPD Site 11979-1 17.12.21

Reports and studies can be renamed in the following format:

Developmentname Reportname Reportpreparer yr.m.da [date received or created]

For example: DairyQueenPD Traffic WSP 17.12.15

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. Gross, ground and useable floor area
19. Lot coverage
20. Floor area ratio
21. Building entrances, building type, height, grades and extent of overhangs
22. Names, dimensions and location of adjacent streets including daylighting triangles
23. Driveways, curbs, drop curbs, pavement markings, widths, radii and traffic directional signs
24. All exterior stairways and ramps with dimensions and setbacks
25. Retaining walls including materials proposed
26. Fire access and routes
27. Location, dimensions and number of parking spaces (including visitor and accessible) and drive aisles
28. Location of mechanical room, and other building services (e.g. A/C, HRV)
29. Refuse disposal and storage areas including any related screening (if indoors, need notation on site plan)
30. Winter snow storage location
31. Landscape areas with dimensions
32. Natural features, watercourses and trees
33. Fire hydrants and utilities location
34. Fencing, screening and buffering – size, type and location
35. All hard surface materials
36. Light standards and wall mounted lights (plus a note on the site plan that all outdoor lighting is to be dark sky compliant)
37. Business signs (make sure they are not in sight lines)
38. Sidewalks and walkways with dimensions
39. Pedestrian access routes into site and around site
40. Bicycle parking
41. Architectural elevations of all building sides
42. 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
- 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. Three (3) 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. Proof that property taxes to be paid up to date



6. Proof of insurance:
 - a. Commercial General Liability satisfactory to the County must include:
 - i. A limit of liability not less than two million dollars (\$2,000,000) per occurrence
 - ii. The Corporation of Norfolk County shall be named as an additional insurer
 - iii. The policy shall contain a provision for cross liability in respect of the name insurer
 - iv. Non-owned automobile coverage with a limit of at least two million dollars (\$2,000,000) including contractual non-owned coverage
 - v. Errors and omissions liability with a limit of at least two million dollars (\$2,000,000)
 - vi. Products and completed operations coverage
 - vii. Certificate of Insurance must be in the same name as that on the PIN and site plan agreement
 - b. Certificate of Insurance for Professional
 - c. Certificate of Insurance for Owner
7. Written Legal Description of the Property and the Property Identification Number (PIN)
8. Postponement (if there are mortgagees)
9. Transfers/easements or agreements related to the subject lands

Standard condominium exemptions will require the following supporting materials:

- Plan of standard condominium (2 paper copies and 1 electronic copy)
- Draft condominium declaration

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

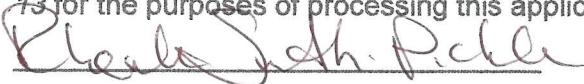
The owner acknowledges and agrees that if required it is their solicitor's responsibility on behalf of the owner for the registration of all transfer(s) of land to the County, and/or transfer(s) of easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that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

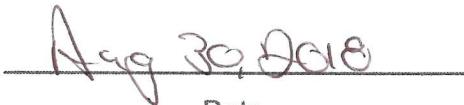
Permission is hereby granted to Norfolk County officers, employees or agents, to enter the premises subject to this application for the purposes of making inspections associated with this application, during normal and reasonable working hours.

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



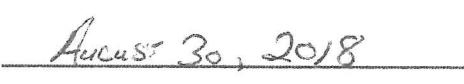
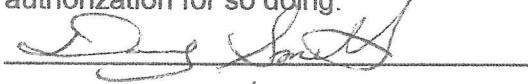
Date

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 Ronald, Carolyn and Darcy Smith am/are the registered owner(s) of the lands that is the subject of this application for site plan approval.

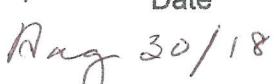
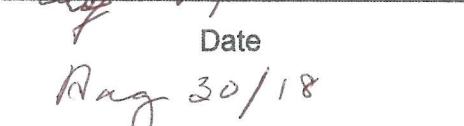
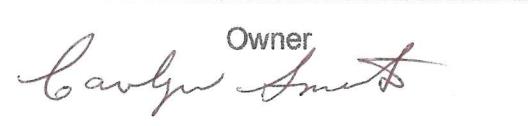
I/We authorize Rhonda Smith-Pichler to make this application on my/our behalf and to provide any of my/our personal information necessary for the processing of this application. Moreover, this shall be your good and sufficient authorization for so doing.



Date



Date



Date



N. Declaration

I, Rhonda Smith-Pichler 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

Rhonda Smith-Pichler

Owner/Applicant Signature

In Norfolk County

This 30th day of August

A.D., 20 18

Mark Wilfert
A Commissioner, etc.



SportTrek ST327VIK Travel Trailer



Norfolk 92 College Street West



1: 750



Legend

Zones 1-Z-2014

- Zone
- Zone with Holding Provision

- Special Provisions
- Site Plan Control

- Lakeshore Erosion Prone Area

- Property Lines

- Plan Lines

- DraftPlan

- Civic Address

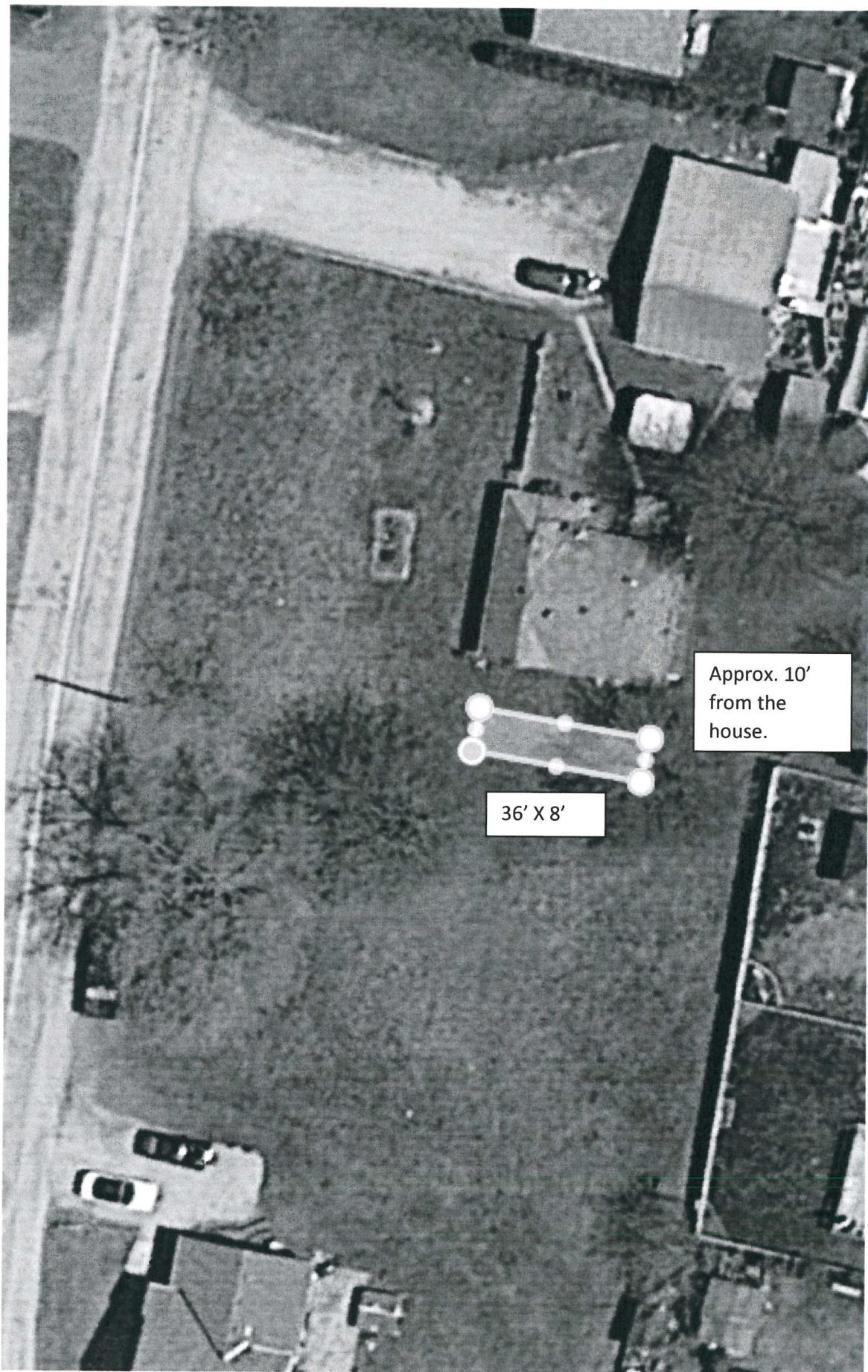
- Roll Numbers

- Roads

- Reg Plan Lot Numbers

- Norfolk_10000-500

Notes

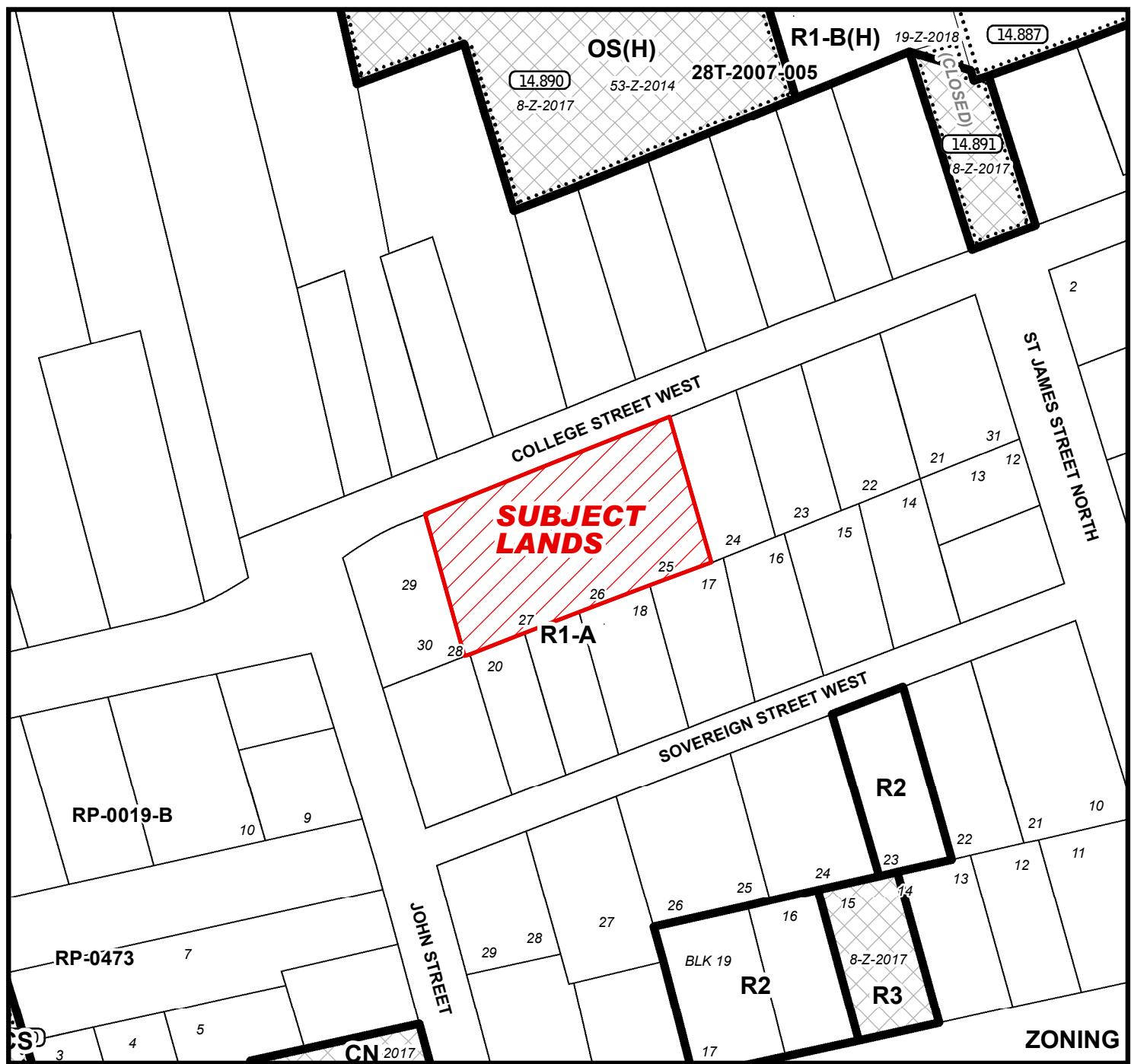
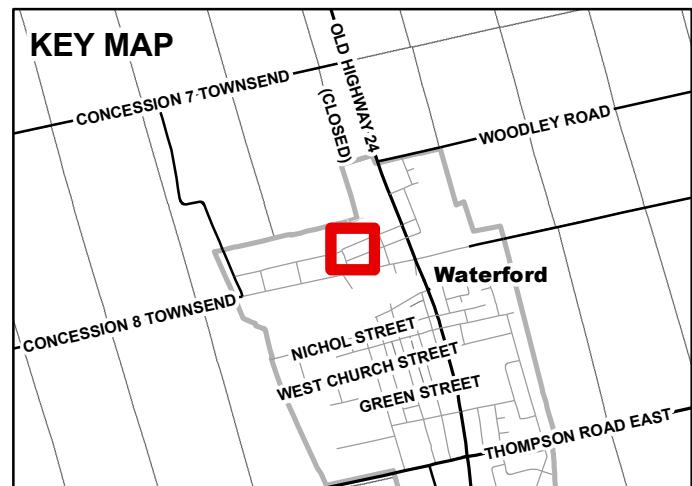


MAP 1
File Number: ZNPL2018205
 Geographic Township of
TOWNSEND

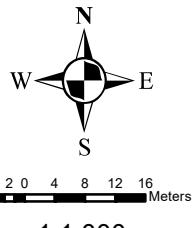
N
 W E
 S

1:1,500

10 5 0 10 20 30 40
 Meters



MAP 2
File Number: ZNPL2018205
Geographic Township of TOWNSEND



1:1,000



MAP 3

File Number: ZNPL2018205

Geographic Township of TOWNSEND



1:800



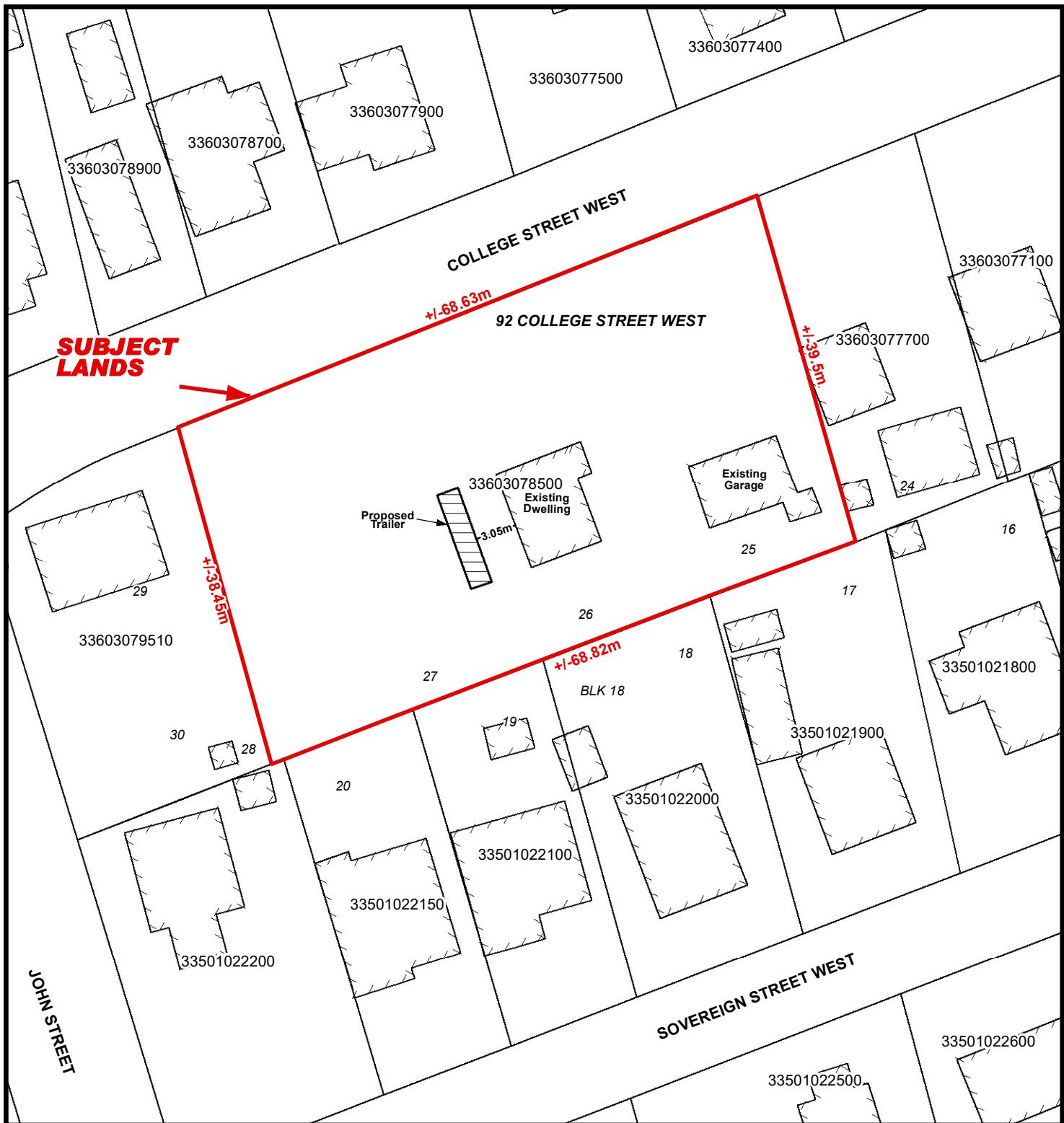
MAP 4

File Number: ZNPL2018205

Geographic Township of TOWNSEND



1:600



2018-11-13