



# vallee

*Consulting Engineers,  
Architects & Planners*

September 5, 2024

Norfolk County Planning Department  
Community Development Division  
185 Robinson Street, Suite 200  
Simcoe, ON N3Y 5L6

**Attention: Mohammad Alam, MPL, MUD, RPP, MCIP, Supervisor Development Planning**

**Reference: Bag Tex Packaging – Zoning By-law Amendment – Agriculture-Related Use  
1904 Windham Road 3 – Norfolk County  
Our File Project #23-168**

**Dear Mohammad,**

G. Douglas Vallee Limited has been retained by Rick Vanhoucke (Bag Tex Packaging) to assess the proposed business for agriculture-related purposes. The results being favourable, please find attached an application package to rezone the lands to add a special provision to permit an agriculture-related use through the adaptive reuse of an underutilized small parcel of land and its buildings.

We note that this was originally submitted on July 25, 2024. On August 26, 2024 the letter of incomplete application was mailed to our offices. On September 5, 2024, County staff indicated that the application can be re-submitted and will be deemed complete.

Included with this submission are the following:

- Application Form (Commissioned)
- Planning Justification Report
- Traffic Impact Brief
- Fee to be provided upon request
- Appendix A to the Planning Justification Report includes a high level site plan and the location of a future agricultural building (greenhouse).

It is noted that we have made attempts to discuss the MTO comments with their staff through emails, as the comments do not seem to reflect the proposed application. At this time, we are only applying to add a use to the existing permitted uses. No construction is proposed.

We have not received a reply to these emails from the MTO. As such, it is respectfully requested that you obtain clear comments from them based on the nature of the submission, being the adaptive re-use of an existing property with existing buildings, with no proposed construction at this time.

It is respectfully requested that we discuss the application once circulation comments are received and prior to a public meeting. If you have any questions, please do not hesitate to contact me.

We look forward to continuing to work with you on this project.

Yours truly,



**Eldon Darbyson** BES, MCIP, RPP,  
Director of Planning  
Consulting Engineers, Architects & Planners  
**G. DOUGLAS VALLEE LIMITED**

H:\Projects\2023\23-168 Rick Vanhoucke 1904 Windham Road 3 Norfolk\Agency\2024.09.05 - Bag Tex Zoning Appln Cover Ltr.docx

**G. DOUGLAS VALLEE LIMITED**  
**Consulting Engineers, Architects & Planners**



**Professional Engineers  
Ontario**

Authorized by the Association of Professional Engineers of Ontario  
to offer professional engineering services



**Ontario Association  
of Architects**



## **Planning Department Development Application Form**

### **Complete Application**

A complete development application consists of the following:

1. A completed, signed, and notarized application form
2. Supporting information adequate to illustrate your proposal as indicated in **Section H** of this application form
3. Written authorization from the registered owner of the subject lands where the applicant is not the owner as per Section N
4. Cash, debit, credit or cheque payable to Norfolk County in the amount set out in the user fees By-Law that will be accepted and deposited once the application has been deemed complete.

### **Pre-Submission Consultation:**

Norfolk County requires a Pre-Consultation Meeting for all applications; however, minor applications may be exempted depending on the nature of the proposal. The purpose of a Pre-Consultation Meeting is to provide the applicant with an opportunity to present the proposed application, discuss potential issues, and for the Norfolk County and Agency staff to identify the application requirements. Application requirements, as detailed in the Pre-Consultation Meeting Comments, are valid for one year after the meeting date.

### **Development Application Process**

Once an application has been deemed complete by a Planner, Norfolk County staff will circulate the application to adjacent landowners, public agencies, and internal departments for comment. The time involved in application processing varies depending on its complexity, acceptability to the other agencies, and statutory Planning Act decision time-frames.

Payment is required once your application is deemed complete. Pre-payments will not be accepted.

Norfolk County collects personal information submitted through this form under the Municipal Freedom of Information and Protection Act's authority. Norfolk County will use this information for the purposes indicated or implied by this form. You can direct questions about collecting personal information to Norfolk GIS Services at [NorfolkGIS@norfolkcounty.ca](mailto:NorfolkGIS@norfolkcounty.ca).

Additional studies required for the complete application shall be at the applicant's sole expense. Sometimes, peer reviews may be necessary to review particular studies at the applicant's expense. In these cases, Norfolk County staff will select the company to complete the peer review.

Norfolk County will refund the original fee if applicants withdraw their applications before circulation. If Norfolk County must recirculate your drawings, there will be an additional fee. If Norfolk County must do more than three reviews of engineering drawings due to revisions by the owner or failure to revise engineering drawings as requested, Norfolk County will charge an additional fee. Full refunds are only available before Norfolk County has circulated the application.

### **Notification Sign Requirements**

For public notification, Norfolk County will provide you with a sign to indicate the intent and purpose of your development application. It is your responsibility to:

1. Post one sign per frontage in a conspicuous location on the subject lands.
2. Ensure one sign is posted at the front of the subject lands at least three feet above ground level and not on a tree.
3. Notify the Planner when the sign is in place.
4. Maintain the sign until the development application is finalized and, after that, remove it.

### **Contact Us**

For additional information or assistance completing this application, please contact a Planner at 519-426-5870 or 519-875-4485 extension 1842 or [planning@norfolkcounty.ca](mailto:planning@norfolkcounty.ca). Please submit the completed application and fees to the attention of the Planning Department at 185 Robinson Street, Suite 200, Simcoe, ON N3Y 5L6.

**For Office Use Only:**

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

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

Mr. Rick Vanhoucke (Bag Tex Packaging) desires to make application for a zoning by-law amendment for the property located at 1904 Windham Road 3, Norfolk County. It is the intent of this amendment to permit the adaptive reuse of the property and existing buildings for an Agriculture-related use. The lands are designated Agricultural in accordance with the Norfolk County Official Plan, and zoned Agricultural in accordance with the Zoning By-law. Special provision 14.38 is applied to the lands to permit Ginseng type products. The zoning by-law amendment is necessary to permit the agriculture-related business and transition of business model. The proposed amendment is to add a second special exception on the subject lands to permit: a reusable vinyl agriculture production, sale, and service establishment; and, agricultural research and development establishment.

**Property Assessment Roll Number:** 49100501080

**A. Applicant Information**

**Name of Owner** 1600241 Ontario Ltd

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**Address** 16 East Wilmot St. Unit#A

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**Town and Postal Code** Richmond Hill L4B 1C8

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**Phone Number** 905-428-9099

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**Cell Number** 416-879-9265

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**Email** alexanderyeh@hotmail.com

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**Name of Applicant** Rick Vanhoucke

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**Address** 10 Spruce Street

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**Town and Postal Code** Paris, ON, N3L 1R6

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**Phone Number** (519) 757-5627

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**Cell Number** -

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**Email** rick@bagtexpackaging.com

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**Name of Agent** Eldon Darbyson (G. Douglas Vallee)

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**Address** 2 Talbot Street North

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**Town and Postal Code** Simcoe, ON, N37 3W4

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**Phone Number** (519) 426-6270 x120

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**Cell Number**

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**Email** eldondarbyson@gdvallee.ca

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Unless otherwise directed, Norfolk County will forward all correspondence and notices regarding this application to both 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:

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## B. Location, Legal Description and Property Information

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

The subject lands are located on the southwest corner of Windham Road 3, and Highway 24 in Norfolk County directly across from Meuse Brewing.

Municipal Civic Address: 1904 Windham Road 3, Norfolk County

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 corresponding number:

Special provision 14.38 is applied to the lands to permit Ginseng type products

3. Present use of the subject lands:

The subject lands are currently vacant, formerly Chin Tai Ginseng.

4. Please describe **all existing** buildings or structures on the subject lands and whether they will 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 the 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:

The property is made up of two warehouse type buildings, a parking area, enclosure fencing and open space. These two warehouse type buildings will be retained and used by Bag Tex.

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.

N/A

6. Please describe **all proposed** buildings or structures/additions on the subject lands. Describe the type of buildings or structures/additions, and illustrate the setback, in metric units, from front, rear and side lot lines, ground floor area, gross floor area, lot coverage, number of storeys, width, length, and height on your attached sketch which must be included with your application:

A greenhouse is proposed in the future for agricultural research practices.

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:

N/A

8. If known, the length of time the existing uses have continued on the subject lands:

Unknown.

9. Existing use of abutting properties:

East, West, South: Argicultural Practices. North: Rural Commercial (Meuse Bottle Shop & Market)

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:

To permit the adaptive reuse of vacant buildings to permit an agriculture related use.

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

Agriculture Related Uses are not permitted as of right in the zoning 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:

N/A

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

The requested amendment will bring employment to the area. Bag Tex currently has 8 employees and will likely require more as their business continues to grow.

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):

N/A

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

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Width: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Present Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Proposed final lot size (if boundary adjustment): \_\_\_\_\_

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

Description of land intended to be retained in metric units:

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Width: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Present Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

Buildings on retained land: \_\_\_\_\_

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**

Please indicate unit of measurement, for example: m, m<sup>2</sup> 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	_____	_____

SEE SITE PLAN

**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 m2
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: Two (2)

Number of buildings proposed: One (1) Greenhouse in the future

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

If yes, describe: \_\_\_\_\_

N/A

Indicate the gross floor area by the type of use (for example: office, retail, or storage):

Existing Building 1: 1,380sqm

Existing Building 2: 384sqm

Proposed Future Greenhouse: 384 sqm

Seating Capacity (for assembly halls or similar): N/A

Total number of fixed seats: N/A

Describe the type of business(es) proposed: Agricultural Vinyl Product production, sale, service and research

Total number of staff proposed initially: 8

Total number of staff proposed in five years: Unknown

Maximum number of staff on the largest shift: Unknown

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:

N/A

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):

The previous use was a ginseng operation/store.

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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:  
The previous use of the subject lands is not known for creating contaminants.
- 

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:

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2. It is owner's responsibility to be aware of and comply with all relevant federal or provincial legislation, municipal by-laws or other agency approvals, including the Endangered Species Act, 2007. Have the subject lands been screened to ensure that development or site alteration will not have any impact on the habitat for endangered or threatened species further to the provincial policy statement subsection 2.1.7? ☐ Yes ☒ No

If no, please explain:

An EIS has not been undertaken. No environmental features are impacted.

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3. Have the subject lands been screened to ensure that development or site alteration will not have any impact on source water protection? ☒ Yes ☐ No

If no, please explain:

There is no source water protection in proximity to the site.

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 Bag Tex

**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 370

**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)

Cistern

---

### Sewage Treatment

☐ Municipal sewers

☐ Communal system

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

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### Storm Drainage

☐ Storm sewers

☒ Open ditches

☐ Other (describe below)

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2. Existing or proposed access to subject lands:

☒ Municipal road

☐ Provincial highway

☐ Unopened road

☐ Other (describe below)

Name of road/street: Windham Road 3

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## G. Other Information

1. Does the application involve a local business? ☒ Yes ☐ No

If yes, how many people are employed on the subject lands?

8 people will be employed with possibility for growth.

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2. Is there any other information that you think may be useful in the review of this application? If so, explain below or attach on a separate page.

Bag Tex Packaging (Bag Tex) is a family run business that was started approximately 25 years ago. Historically, Bag Tex

a cut and sew company that produces reusable vinyl bags for use in the automotive industry for the transport of car parts. The

traditional product line supporting the automotive industry has been reduced by over 50% due to changing market conditions.

Further decline is expected, therefore, agriculture-related products and services will be the primary use at this location.

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#### **H. Supporting Material to be submitted by Applicant**

In order for your application to be considered complete, **folded** hard copies (number of paper copies as directed by the planner) and an **electronic version (PDF) of the 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 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 site plan approval, 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

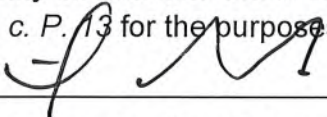
The owner acknowledges and agrees that if required, it is their solicitor's responsibility on behalf of the owner, to disclose the registration of all transfer(s) of land and/or easement in favour of the County and/or utilities. Also, the owner further acknowledges and agrees that it is their solicitor's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

July 24, 2024  
Date

## M. Owner's Authorization

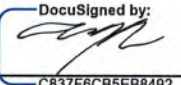
If the applicant/agent is not the registered owner of the lands that is the subject of this application, the owner(s) must complete the authorization set out below.

I/We 1600241 Ontario Ltd. am/are the registered owner(s) of the lands that is the subject of this application.

I/We authorize Rick Vanhoucke and G. Douglas Vallee Limited 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.

Alexander Yeh

July 3 2024

DocuSigned by:   
Owner  
C837F6CB5EB8492...  
Owner

Date  
July 22, 2024  
Date

**N. Declaration**

I, Rick Vanhoucke of Parrs

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:

Town of Parrs

  
Owner/Applicant Signature

In County of Brant

This 24 day of July

A.D., 2024

  
\_\_\_\_\_

A Commissioner, etc.

**SCOTT CONNELL PUILLANDRE,**  
a Commissioner, etc., Province of Ontario,  
for G. Douglas Vallee Limited.  
Expires August 19, 2025.

## Planning Application - Submitted

Project Number: ZNPL2024313

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Thank you. Your Application has been received, but is not yet deemed complete. Staff will review your submission within the next 30 days for completeness. Should you have questions about the planning process, please email [planning@norfolkcounty.ca](mailto:planning@norfolkcounty.ca), including reference to your application number.

### Planning Information

---

Project Descriptive Name: Zoning By-law Amendment

Project Type: Zoning By-law Amendment

Application Types: Zoning By-law Amendment

Comments: This is an application to permit the adaptive reuse of land and buildings for an innovative agriculture-related use.

Locations: Address  
1904 WINDHAM ROAD 3

Property  
3310491005010800000

Contacts: Property Owner  
*Not shown for privacy reasons*

Applicant  
Eldon Darbyson, Address:2 Talbot Street North, Phone:(519)  
426-6270 Ext:120

### Additional Info

---

Are you the property owner? If No  
so, check this box.:

Related File Number:

Roll #: 3310491005010800000

### Zoning By-law Amendment

---

No additional information was required for this planning type.

### Documents & Images

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No documents are currently available for viewing.

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# Zoning By-law Amendment

Bag Tex Packaging Inc.

## Planning Justification Report

Updated: July 25, 2024



**vallee**

*Consulting Engineers,  
Architects & Planners*



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## Introduction

Mr. Rick Vanhoucke (Bag Tex Packaging) desires to make application for a zoning by-law amendment for the property located at 1904 Windham Road 3, Norfolk County. It is the intent of this amendment to permit the adaptive reuse of the property and existing buildings for an Agriculture-related use.

Bag Tex Packaging (Bag Tex) is a family run business that was started approximately 25 years ago. Historically, Bag Tex is a cut and sew company that produces reusable vinyl bags for use in the automotive industry for the transport of car parts from manufacturers to assembly plants whereby the bags are returnable and reusable. The company also produces similar products for farm equipment, recreational equipment, planes, trains, and the construction industry.

The company produces a product line that caters to the agriculture and horticulture industry. In part, research and development of additional agriculture-related products will be conducted on site with the goal of increasing greenhouse growing yields. Currently, numerous farms use plastic for ground covers, haybale wrapping, crop cover and other various purposes. These large lengths of plastic are single use plastics that end up blowing away or being thrown out. Bag Tex believes in sustainable products that are durable and reusable, thus reducing single use plastics and helping to reduce the ecological footprint.

Many large pieces of farm equipment and machinery are exposed to the winter elements. Bag Tex is expanding their product line to create custom covers to wrap and protect valuable farm equipment and machinery from the elements.

The business currently employs 8 people. With the introduction of the agriculturally focused product line, it is intended to grow the business and employ more people. Parking will be added on site in the future to accommodate the increase.

The traditional product line supporting the automotive industry has been reduced by over 50% due to changing market conditions. Further decline is expected, therefore, agriculture-related products and services will be the primary use at this location. While the traditional business catered to the automotive industry, this amendment will facilitate the supplementation of the former declining product line with a product line directly related to serving the agricultural community and is best described as an agriculture-related use.

This application:

- Is consistent with the Ministry Guidelines for Permitted Uses in Ontario's Prime Agricultural Areas.
- Is consistent with the intent of the Provincial Policy.
- Complies with the Norfolk County Official Plan.
- Generates an acceptable level of traffic.
- Controlled through site plan.
- Represents good planning.

## Description of Lands:

The subject lands are approximately 1.36 hectares in area and are located on the southwest corner of Windham Road 3, and Highway 24 in Norfolk County directly across from Meuse Brewing. The lands are designated Agricultural in accordance with the Norfolk County Official Plan, and zoned Agricultural in accordance with the Zoning By-law. Special provision 14.38 is applied to the lands to permit Ginseng type products.

## Zoning By-law Amendment | Planning Justification Report

The property is made up of two warehouse type buildings, a parking area, enclosure fencing and open space. The surrounding land uses are all agricultural, and accessed by way of a rural road network. There are no natural features on or near the subject property. See figure 1.

Figure 1 – Subject Lands – Existing Buildings



Appendices to this report include the following:

- Appendix A - Site Plan Concept
- Appendix B – Guidelines of Permitted Uses in Ontario’s Prime Agricultural Areas Compliance
- Appendix C – Provincial Policy Statement 2020 Policy Compliance
- Appendix D – Norfolk County Official Plan Policy Compliance
- Appendix E – Comparisons for agricultural plastic covers

This application was submitted to include the information and material required under Section 34 (10.1) of the *Planning Act* as part of a complete application.

### Proposed Amendment:

To add a second special exception on the subject lands to permit:

- a) a reusable vinyl agricultural production, sales and service establishment; and,
- b) agricultural research and development establishment.

### Description of Proposed Use

To understand this application in light of the above noted planning documents, the proposed use needs to be described. The Bag Tex business model is changing from the historic use to a focus on agriculture-related as the primary use. The original main business activity was to provide reusable products to the automotive industry. Due the industrial transition away from traditional manufacturing of combustion engine vehicles to electric vehicles, the need for Bag Tex automotive support products has been continually declining over the last few

years. As such, Bag Tex has explored recent advancement in the agricultural industry seeking to provide products, services and advanced technologies supporting greenhouse production with the goal of improving production yields. The subject property will assist with their transition of the historic business to the agriculture-related business. The zoning by-law amendment is necessary to permit the agriculture-related business and transition of business model. Bag Tex Packaging Inc. can be described as a company that specializes in:

- Reusable cut and sew vinyl products;
- Agricultural greenhouse research and development;
- Sale of incubation crops;
- Production of agricultural:
  - Ground covers;
  - Farm machinery / equipment covers;
  - Farm vehicle covers;
  - Crop covers;
  - Haybale covers;
  - Grain pile covers;
  - Farm building covers;
  - Reusable seedling flats;
  - Sapling and crop incubation;
  - Permeable conveyors;
  - Bin liners;
  - Crop transportation bags; and
  - Custom made orders for customized needs.

Bag Tex also offers machinery, equipment and vehicle wrapping services. This service will occur on the subject lands. Accordingly, being located within the agricultural land base is important to the business and to the farming community to ensure that transportation costs can be reduced, and the reduction of challenges associated with transporting large farm equipment, machinery and vehicles remain on the rural road network, away from urban spaces.

The property zoning and current open space composition will allow for several greenhouses to be constructed for incubating seedlings and saplings to facilitate the research and development of higher yield technologies. At present, the intent is to construct one (1) greenhouse to begin incubation of seeds and to work towards developing the product line to support and enhance greenhouse production.

### Planning Observations:

The subject property is a small parcel (1.36 ha) located in the agricultural area. The lands are developed with established parking, buildings and existing services including fire protection. The nature of the existing land and buildings do not facilitate traditional agricultural uses, leaving the property vacant and completely underutilized. It is in the best interest of the owner, surrounding agricultural community and Norfolk County as a whole to encourage the adaptive reuse of the small-scale lands and buildings for a use that serves the agricultural community.

There are no natural features or minimum distance separation challenges created by the adaptive reuse of the land and buildings. No negative impacts to the agricultural community are anticipated.

## Planning Review:

The proposed Zoning By-law amendment was prepared considering several planning documents including the *Planning Act*, Provincial Policy Statement, the OMAFRA Guidelines of Permitted Uses in Ontario's Prime Agricultural Areas Norfolk County Official Plan, and the Zoning By-law.

### Planning Act

Section 2	Lists matters of provincial interest to have regard to.
Section 3	Requires that, in exercising any authority that affects a planning matter, planning authorities "shall be consistent with the policy statements" issued under the Act and "shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be".
Section 34	Allows amendments to the Zoning By-law.

### Provincial Interest

Section 2 of the Planning Act establishes matters of provincial interest. The Minister, the council of a municipality, a local board, a planning board and the Tribunal, in carrying out their responsibilities under this Act, shall have regard to, among other matters, matters of provincial interest. These matters are reviewed in the table below:

Matter	Comment	Complies
(a) the protection of ecological systems, including natural areas, features and functions;	The proposed development is located in the agricultural area. The lands do not contain natural features or protected vegetative species. The development does not cause negative impacts the environment.	✓
(b) the protection of the agricultural resources of the Province;	The proposed use will adaptively reuse the existing small parcel of land and buildings while supporting the surrounding agricultural community.	✓
(c) the conservation and management of natural resources and the mineral resource base;	Not applicable to the subject lands.	✓
(d) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;	Not applicable to the subject lands.	✓
(e) the supply, efficient use and conservation of energy and water;	Not applicable to the proposed development.	✓
(f) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;	No changes. Existing private services are sufficient.	✓
(g) the minimization of waste;	Waste generated onsite will be minimal. The proposed product line is designed to reduce waste by providing reusable products and replace current single use	✓



## Zoning By-law Amendment | Planning Justification Report

	plastics currently being used by the agricultural community.	
(h) the orderly development of safe and healthy communities;  (h.1) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;	The proposed development is limited in scale and does not jeopardize the order and safe development of the community.	✓
(i) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;	Not applicable to the proposed development.	✓
(j) the adequate provision of a full range of housing, including affordable housing;	Not applicable to the proposed development.	✓
(k) the adequate provision of employment opportunities;	The proposed use provides for employment of several full-time employees.	✓
(l) the protection of the financial and economic well-being of the Province and its municipalities;	This development would provide increased tax revenue by occupying and using the lands and existing buildings.	✓
(m) the co-ordination of planning activities of public bodies;	The application will be circulated to all applicable public bodies and agencies for comments as determined by the requirements of the Planning Act and Norfolk County.	✓
(n) the resolution of planning conflicts involving public and private interests;	This will be achieved through the planning approvals process. None are anticipated.	✓
(o) the protection of public health and safety;	The subject lands are not located within an area of natural hazards.	✓
(p) the appropriate location of growth and development;	The proposed application will reuse the existing lands and buildings for agriculture-related purposes more appropriately located in the agricultural area.	✓
(q) the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;	Not applicable to the proposed development.	✓
(r) the promotion of built form that, (i) is well-designed, (ii) encourages a sense of place, and (iii) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant;	Not applicable to the proposed development.	✓
(s) the mitigation of greenhouse gas emissions and adaptation to a changing climate.	Not applicable to the proposed development.	✓

It is noted that these provincial interests are from the highest level of policy being the *Planning Act*; however, the intent of the owner's application meets these interests and are demonstrated in this report.

Section 3 of the *Planning Act* requires that, in exercising any authority that affects a planning matter, planning authorities "shall be consistent with the policy statements" issued under the *Act* and "shall conform with the provincial plans that are in effect on that date, or shall not conflict with them, as the case may be". Section 34 of the *Planning Act* allows for the consideration of amendments to the Zoning By-law.

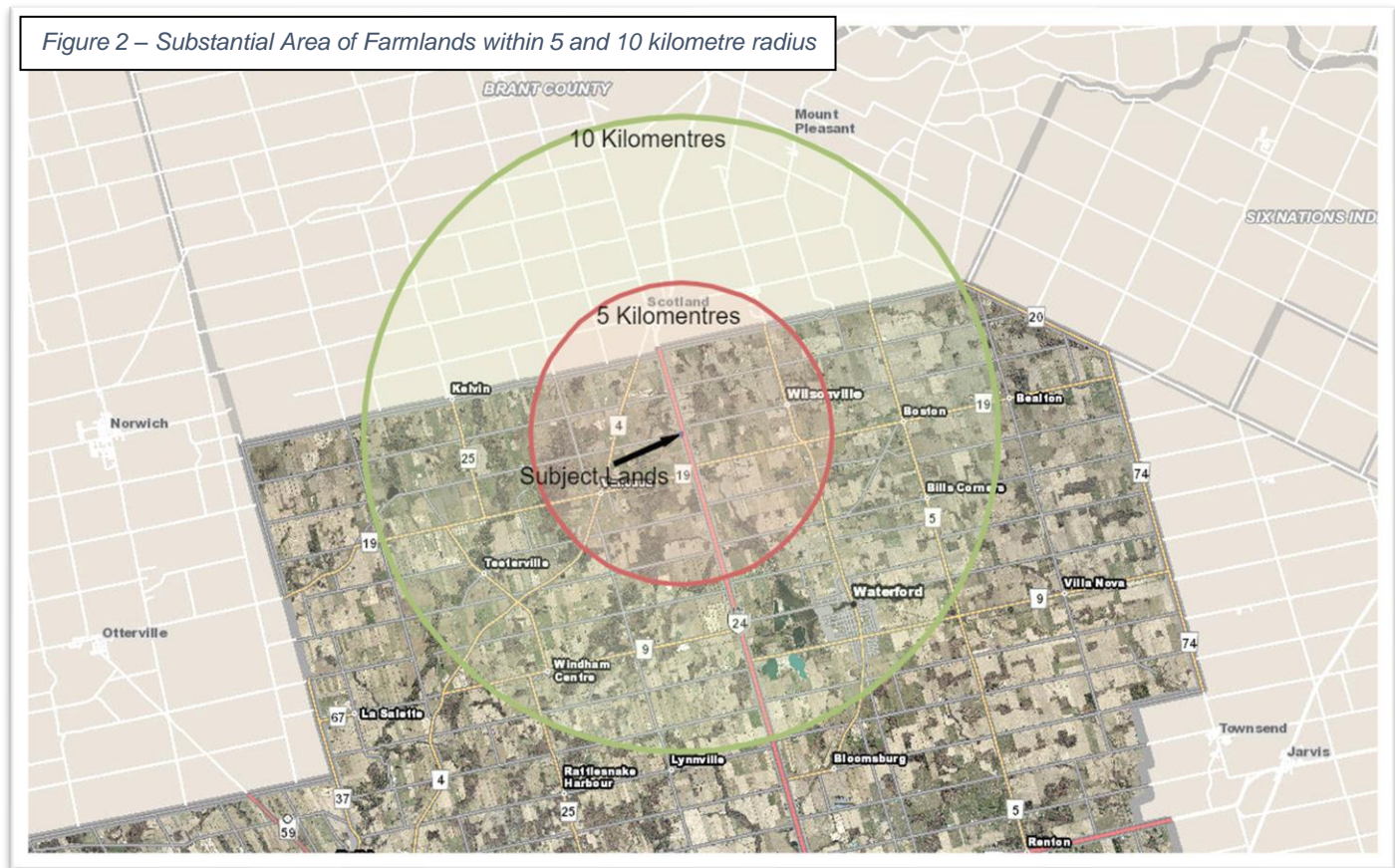
### Guidelines of Permitted Uses in Ontario's Prime Agricultural Areas

An analysis of the proposed agricultural services of the Bag Tex business is included in Appendix B. The proposed agriculture-related primary use is intended to serve the agricultural community and is best suited to be in close proximity to surrounding agricultural uses. The property is central to a large tract of agricultural land which can readily be accessed through the existing rural road network. See figure 2.

The Norfolk agricultural report "Census of Agriculture 2016" was produced by Statistics Canada. The report indicates that the total farm capital, including land, buildings, livestock and machinery was valued at 3.3 billion dollars in 2016. It was recorded that in crop land alone, there are 196,403 active acres of crop lands.

One particular service offered by Bag Tex will be custom wrapping of large pieces of farm equipment and vehicles. This service would see farm operators transport their equipment and vehicles to the subject lands to be wrapped for protection from the winter elements. Once wrapped, the machinery and/or vehicles are transported back to the farm. This is similar to the services provided by other businesses for boats being winterized and stored. This service is not currently envisioned to occur off-site as it would require the use of boom equipment to apply the products over the tall nature of the farm machinery and vehicles. However, it is intended that this component of the business may grow whereby acquiring service equipment to support this portion of the business model, will provide valuable services to the farming community. As previously mentioned, it is important to be located within the agricultural community to provide wrapping services in a convenient, and accessible manner via the rural road network.

The subject lands are in close proximity to many agricultural operations. The reduction of the distance for the farming industry to pick up vinyl products and to transport their farm machinery, equipment and vehicles to the property reduces transportation costs, and reduces the frequency and duration of occupying the rural road network, reducing conflict with local traffic.



The proposed use is compatible with and directly supports surrounding agricultural operations. It is non-toxic and does not require the raw production of vinyl sheets. It is environmentally friendly whereby the proposed products and services replace current farm practices where large volumes of single use plastics used to cover their fields, crops and equipment. The use does not require services provided in settlement areas, does not cause impacts on surrounding properties and is limited in size. The business serves to improve crop yields through research and development. The crops incubated from the research and development are made available to local greenhouses, farms and farm families to supplement income.

The business is confined to a small agricultural parcel not large enough for viable field crop production. The property was formerly used for ginseng processing and shipping to which its existing unoccupied state is ideal for the proposed use to occupy. No additional land is required to allow the adaptive re-use of the property and existing buildings.

There are no negative impacts generated by the proposed uses, rather, they serve to enhance the agricultural area and farm families. The reuse of a small existing parcel of land and buildings is an efficient use of lands. New and developing technologies and uses on lands with unique characteristics are not anticipated by current policy and guidelines. However, the general purpose and intent of the guidelines are maintained. Considering the unique circumstances of both the proposed uses and the existing lands and buildings, it is unlikely that the

lands and buildings might otherwise be used effectively. The proposed uses are appropriate for the lands and building in an appropriate location.

In this instance, the proposed amendment to permit an agriculture-related use meets the tests of the Ministry's guidelines.

### Provincial Policy Statement (2020)

The subject land is identified as being within the Rural Area according to the Provincial Policy Statement, 2020 (PPS). Details describing the applicable Provincial policies and how the application is consistent with the PPS are included in Appendix C.

The PPS provides policy direction for appropriate land use planning and development patterns to achieve healthy, liveable, and resilient communities that will protect resources of provincial interest, public health and safety, the quality of the natural and built environment and will facilitate economic growth.

Rural lands and natural heritage features are generally protected and allow for various types of development to occur that do not have a negative impact. The PPS encourages agriculture-related uses while ensuring public health and safety.

The proposed use:

- Is an adaptive reuse of an existing small parcel of land with existing buildings and avoids the inefficient use of viable parcels of land either within the agricultural area or urban settlement area.
- Provides products and services that are environmentally friendly by providing a reusable alternative to large volumes of single use plastics.
- Improves the efficiency, cost and protection of farm related investments to the local farming community.
- Does not have negative impacts on the agricultural community.
- Enhances normal farm practices through research and development, protects farm machinery, equipment and farm vehicles.
- Is in close proximity to the agricultural area on a rural road network to reduce transportation costs and challenges with the transportation of large farm equipment, machinery and vehicles for service, avoiding urban settlement areas thereby preventing challenges with transportation of such large items on local roads.
- Provides incubation crops to local greenhouses, farms and farming families to generate supplemental income.

The proposed amendment to the zoning by-law to permit an agricultural-related use is in keeping with the policies of the PPS. A decision by Council to approve the Zoning By-law amendment will be consistent with PPS, 2020.



## Norfolk County Official Plan

The lands are primarily designated Agricultural in accordance with the Norfolk County Official Plan. Agriculture-related commercial and industrial operations, subject to the policies of Section 7.2.2 (Agricultural Designation – Land Use Policies) are permitted. Section 7.2.2 of the Official Plan provides more detailed requirements for any proposed Agriculture-related commercial and industrial operations. Non-agricultural commercial and industrial operations are not permitted.

Section 7.2.2. d) states that Agriculture-related commercial and industrial uses that are clearly supportive of and directly related to agricultural operations may be permitted, subject to [a number of] criteria:

The detailed analysis contained in Appendix D – Norfolk County Official Plan Policy Compliance, demonstrates that the use is directly related to and serves the agriculture industry.

In addition, Section 7.2.2 i) states: Nothing in this Plan shall prevent normal farm practices that are conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or make use of innovative technology in a manner consistent with proper advanced farm management practices. The proposed use includes research and development of technologies to increase crop yields and improves farm management practices through the provision of environmentally responsible, reusable materials that replace current practices which rely on large volumes of single use plastics.

The location of the subject lands is in close proximity to a large agricultural land base on a rural road network. This is necessary in order to allow for the transportation of large farm equipment, machinery and vehicles that need to be serviced for winterization on site. It is reasonable to direct large farm equipment, machinery and vehicles away from settlement areas as they better suited to avoid the local settlement area road network.

The policies of the Official Plan encourage the enhancement, investment and service of the agricultural area. The proposed uses and success of the business is encouraged by the intent of the Official Plan.

In this instance, a decision by Council to approve the Zoning By-law amendment conforms to the policies of the Norfolk County Official Plan.

## Norfolk County Zoning By-law

The lands are currently zoned Agricultural Zone (A) with a special provision 14.38. In addition to the existing special provision, it is proposed to rezone the lands to permit an agriculture-related use as follows:

Permitted uses (Agriculture Related):

- a) a reusable vinyl agricultural production, sales and service establishment; and,
- b) agricultural research and development establishment.

The research and development component of the business requires a greenhouse to grow crops and to conduct research and development for the increased crop yields and supply of reusable seedling pallets. A farm is a permitted use in the Agricultural Zone.



## Zoning By-law Amendment | Planning Justification Report

*“FARM” shall mean the use of land, building or structure for agricultural purposes, such as, without limitation, the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry and maple syrup production, but does not include Cannabis Production and Processing.”*

A greenhouse is a structure for agricultural purposes for the growing of crops.

A special provision exists on the lands and includes the following:

In addition to the uses permitted in the A Zone, the following shall also be permitted:

- a) the sale of products made from ginseng (such as candy, tea, capsules and honey);
- b) the sale of locally grown farm produce (such as maple syrup) is also permitted provided it remains secondary to the use described in a) above;
- c) processing and storage of ginseng for product development;
- d) one (1) apartment for employee accommodation with a maximum of six (6) bedrooms. The number of occupants in the apartment shall not exceed six (6).

### Zone Provisions

Provision	Required	Existing
a) Minimum Lot Area Lot	40 hectares	1.36 hectares
b) Minimum Lot Frontage	30 metres	98.86 metres
c) Minimum Front Yard	13 metres	39 metres
d) Minimum Exterior Side Yard	13 metres	24.8 metres
e) Minimum Interior Side Yard	3 metres	34.6 metres
f) Minimum Rear Yard	9 metres	37.6 metres
g) Minimum Separation: Between farm processing facility and a dwelling on adjacent lot	30 metres	30 plus metres - Adjacent dwelling is over 30 metres away from its northerly interior side yard setback.
h) Maximum Building Height	11 metres	Existing under 8 metres – New buildings will comply

NOTE: The above zoning compliance chart reveals there are no zoning provision deficiencies. Figure 2 below demonstrates compliance with g) minimum separation.





The proposed uses are reasonable and desirable as they primarily serve the agricultural area. Considering the unique size of the lands, the existing buildings, the location of the lands and the justification of this report, a rezoning of the subject lands to permit an agriculture-related use is appropriate. A decision to approve the amendment will not compromise the agricultural community or create negative impacts. The amendment implements the Official Plan objectives to support and enhance the agricultural industry and farm families.

## Traffic

Paradigm Transportation Solutions Limited prepared a Traffic Impact Brief. The Traffic Impact Brief concludes, *“... the proposed development can be accommodated by the existing roads and access and is appropriate to be considered for approval.”*

### Conclusion

There are no negative impacts generated from the adaptive reuse of the existing small parcel of land or existing buildings. It is important to recognize that this is a small 1.36 ha parcel of land that is developed but not occupied. The size and location are ideal for the proposed use to service the agricultural area and reduces transportation costs and incompatibility issues by locating this business in an urban area. There are no negative impacts generated by the proposed use, rather, it serves to enhance the agricultural community and farm families.

Considering the unique size and existing characteristics of the property and buildings, it is not likely that this parcel could be used more effectively than the proposed use. While there is a myriad of policy and guidelines to generally direct uses to appropriate areas of the municipality, there is good planning rationale for the proposed uses that are supported by these policies and guidelines.

As unique business ideas and technologies emerge over time, and as there are also unique lands with unique characteristics in every municipality, current policy and guidelines may not consider all circumstances. Considering the proposed agriculture-related use and the benefit to a unique existing parcel of land, the proposed application makes good planning sense.

Report prepared and submitted by:



Eldon Darbyson, BES, MCIP, RPP

**G. DOUGLAS VALLEE LIMITED**

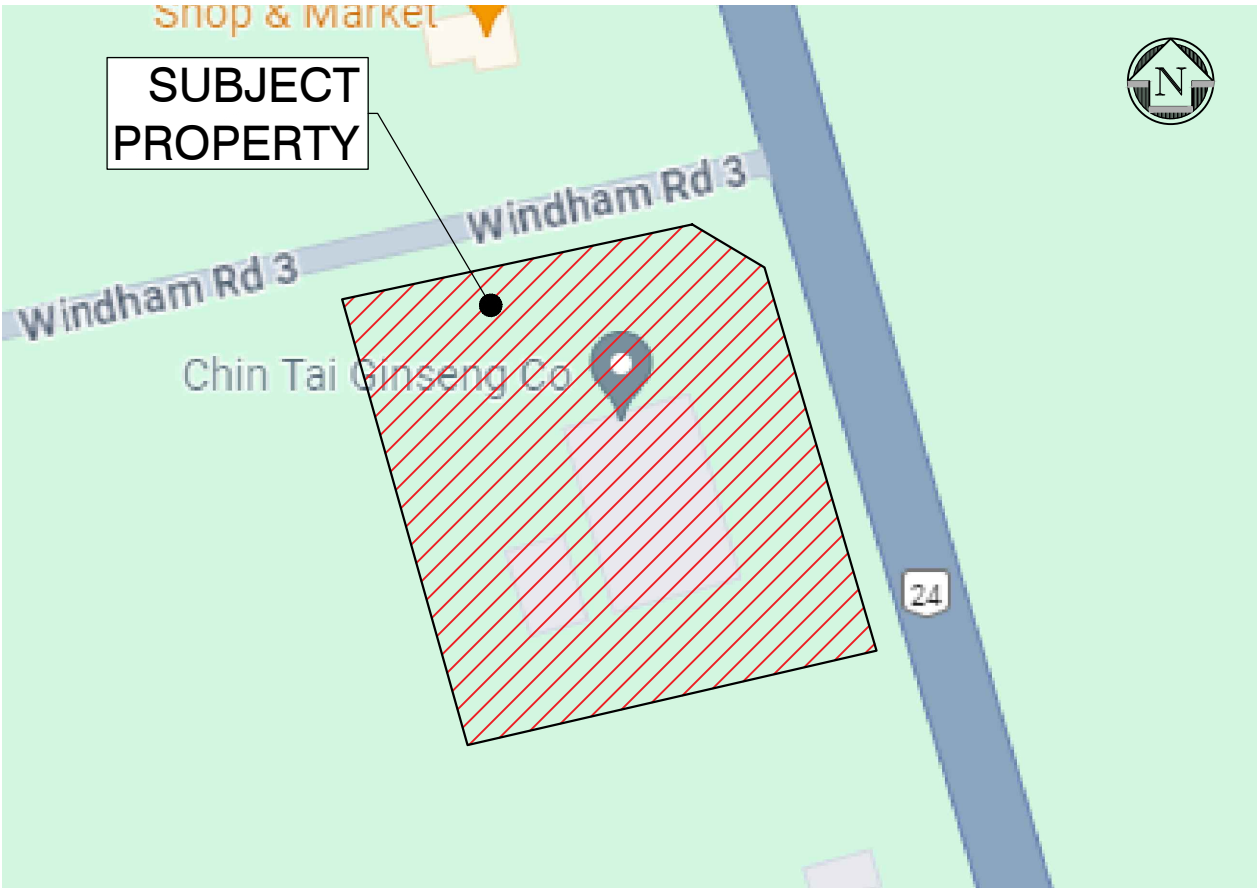
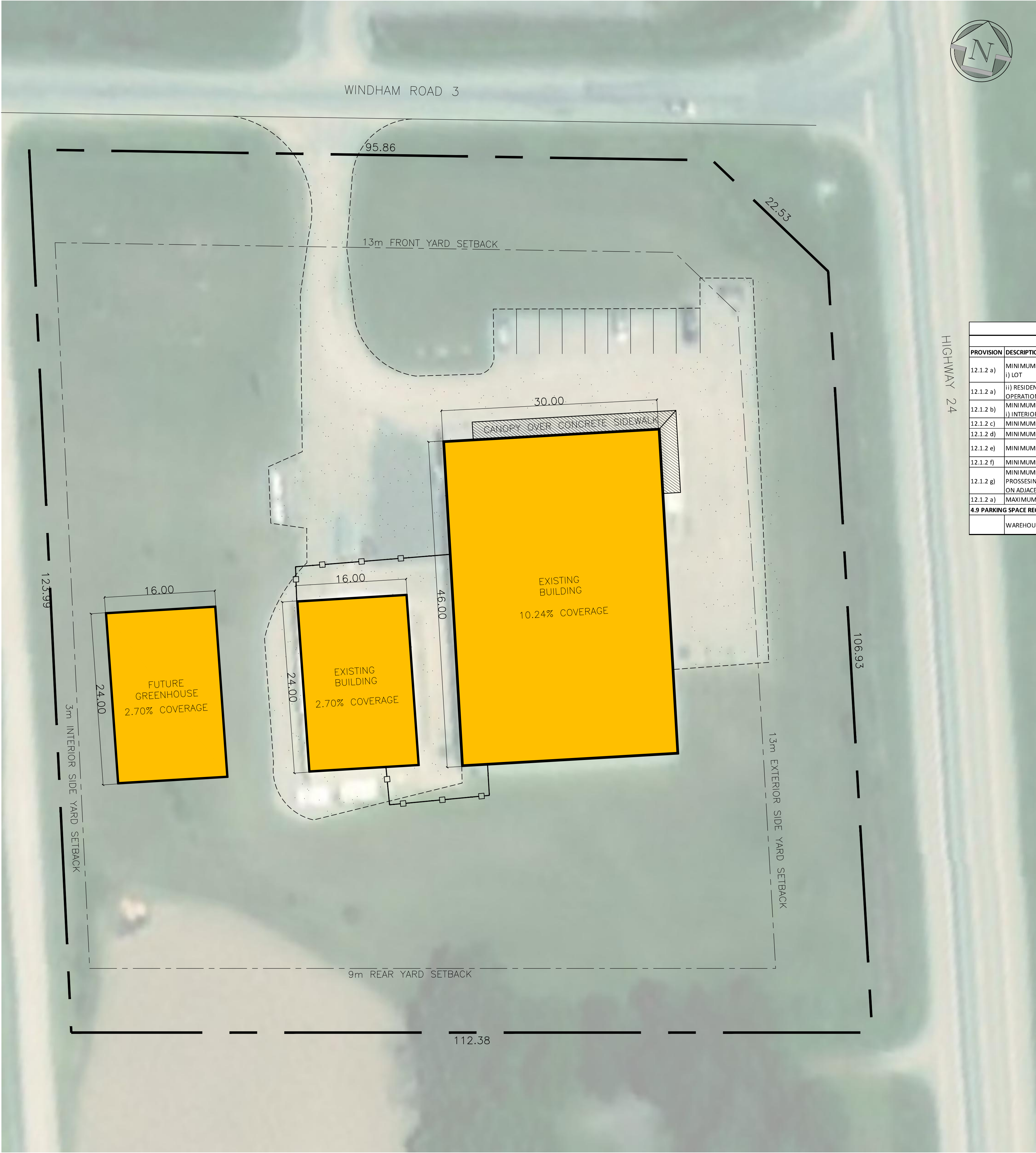
Consulting Engineers, Architects & Planners

\\vallee-nas1\data\Projects\2023\23-168 Rick Vanhoucke 1904 Windham Road 3 Norfolk\Agency\PJR\2024.07.25 - PJR - Bag Tex Packaging - Final.docx



## Appendices





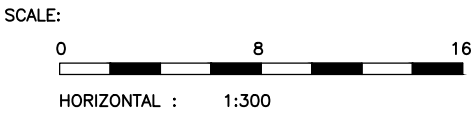
KEY PLAN  
N.T.S.

ZONING TABLE				
AGRICULTURAL ZONE (A)				
PROVISION	DESCRIPTION	REQUIRED	EXISTING	COMMENT
12.1.2 a)	MINIMUM LOT AREA i) LOT	40 ha	13624 m <sup>2</sup>	
12.1.2 a)	ii) RESIDENTIAL LOT SURPLUS TO A FARM OPERATION	2000 m <sup>2</sup>		
12.1.2 b)	MINIMUM LOT FRONTAGE	30 m	95.86 m	
12.1.2 c)	ii) INTERIOR AND CORNER LOTS	30 m	39 m	
12.1.2 c)	MINIMUM FRONT YARD SETBACK	13 m	24.8 m	
12.1.2 d)	MINIMUM EXTERIOR SIDE YARD SETBACK	13 m	34.6 m	
12.1.2 e)	MINIMUM INTERIOR SIDE YARD SETBACK	9 m	37.6 m	
12.1.2 f)	MINIMUM REAR YARD SETBACK	30 m	68 m	
12.1.2 g)	MINIMUM SEPARATION BETWEEN FARM PROSSESSING FACILITY AND A DWELLING ON ADJACENT LOT	11m	-	
12.1.2 a)	MAXIMUM BUILDING HEIGHT			
4.9 PARKING SPACE REQUIREMENTS FOR NON - RESIDENTIAL USES				
	WAREHOUSE	1 SPACE PER 180 SQUARE METRES OF USABLE FLOOR AREA (10 SPACES REQUIRED PLUS 1 ACCESSIBLE TYPE A SPACE)	9 SPACES	USEABLE FLOOR AREA IS 1774m <sup>2</sup>

SITE PLAN LEGEND	
	PROPERTY LINE
	GRAVEL
	CONCRETE
	BUILDING

REV. No.	DATE	REVISION
1	2024.06.26	Add greenhouse

NOTE:  
CONCEPT AND PROPERTY LIMITS BY OTHERS. LEGAL SURVEY REQUIRED TO CONFIRM ACCURATE PROPERTY LIMITS.  
THIS SITE PLAN IS SCHEMATIC



G. DOUGLAS VALLEE LIMITED  
2 TALBOT STREET NORTH  
SIMCOE, ONTARIO N3Y 3W4  
(519) 426-6270

Stamp  
**PRELIMINARY**  
NOT TO BE USED  
FOR CONSTRUCTION

Project Title  
**BAG TEX**  
AGRICULTURAL SERVICES  
1904 WINDHAM RD3  
WINDHAM, ONTARIO

Drawing Title  
**SITE PLAN**

Designed by :	Drawn By : NBN
Checked by : JTI	Date Started : MARCH 2024
Drawing Scale : 1:300	Drawing No. <b>01</b>
Project No. <b>23-168</b>	

### Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas – Compliance Table

This appendix demonstrates how the proposed application is consistent with those applicable guidelines of this Ministry document.

Section	Guideline	Comments
<b>Section 1.3 Objectives and Criteria for Permitted Uses</b>		
<b>1.3</b>	<p>The criteria for the uses permitted in prime agricultural areas are specifically derived from PPS policies and definitions. They revolve around two key objectives:</p> <ol style="list-style-type: none"> <li>1. maintaining the land base for agriculture (PPS Policy 2.3.1)</li> <li>2. supporting a thriving agricultural industry and rural economy (PPS Vision and PPS Policy 1.1.4)</li> </ol> <p><u>Criteria for Agriculture-Related Uses (Criteria as provided by PPS policies and definitions)</u></p> <ol style="list-style-type: none"> <li>1. Farm-related commercial and farm-related industrial uses</li> <li>2. Shall be compatible with and shall not hinder surrounding agricultural operations</li> <li>3. Directly related to farm operations in the area</li> <li>4. Supports agriculture</li> <li>5. Provides direct products and/or services to farm operations as a primary activity</li> <li>6. Benefits from being in close proximity to farm operations.</li> </ol>	

Section	Guideline	Comments
<b>Section 1.4 Principles of Permitted Uses</b>		
<b>1.4</b>	The intent of the PPS and these guidelines is to allow uses in prime agricultural areas that ensure settlement areas remain the focus of growth and development and:	
	a) agriculture remains the principal use in prime agricultural areas	Yes. This is an adaptive reuse of an existing building on a small parcel of land. The use is contained to a developed parcel of land thereby leaving all surrounding agricultural lands unimpacted. ✓
	b) prime agricultural areas are protected for future generations	Yes. The parcel of land will contain the entire proposed agriculture-related use. ✓

## Appendix B to Planning Justification Report – Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas

### Bag Tex Packaging

	c) land taken out of agricultural production, if any, is minimal	Yes. The lands are not farmed and are currently developed. No agricultural lands will be taken out of production.	✓
	d) regard is given to the long-term (multi-generational) impact on prime agricultural areas	Yes. This is an adaptive reuse of the existing vacant buildings on an existing small parcel of land with no negative impacts on the agricultural area.	✓
	e) normal farm practices are able to continue unhindered	Yes. The surrounding area remains unaffected by the establishment of the proposed use.	✓
	f) agricultural and rural character and heritage are maintained as much as possible	Yes. The proposal is an adaptive reuse of the existing buildings on an existing small parcel of land.	✓
	g) they make a positive contribution to the agricultural industry, either directly or indirectly	Yes. The proposed amendment will facilitate the intended services and products to be provided to the agricultural industry.	✓
	h) servicing requirements (e.g., water and wastewater, road access, fire services, policing) fit with the agricultural context”)	Yes. All existing services and road access will remain. There are no changes anticipated to the existing services.	✓

Section	Guideline	Comments
<b>Section 2.2 Agriculture-Related Uses</b>		
<b>2.2</b>	<p>As described in the PPS definition, agriculture-related uses are farm-related commercial and industrial uses. They add to the vitality and economic viability of prime agricultural areas because they are directly related to and service farm operations in the area as a primary activity. These uses may be located on farms or on separate agriculture-related commercial or industrial properties.</p> <p><u>Agriculture-related uses:</u> means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.</p> <p><b>The following is an analysis of the guidelines in consideration of the proposed use and its description provided for in the Planning Review section of this report. The proposed use is tested in the following Table 1.</b></p>	

Appendix B to Planning Justification Report – Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas  
Bag Tex Packaging

Section	Guideline	Comments	
<b>Table 1: Criteria for permitted uses in prime agricultural areas</b>			
1)	<p>Farm-related commercial and farm-related industrial uses</p> <p>Examples of uses:</p> <ul style="list-style-type: none"> <li>• Commercial farm equipment repair shops</li> <li>• Industrial operations that process farm commodities from the area such as fertilizer storage and distribution facilities.</li> </ul>	<p>Yes. The products and services provided are a farm-related industrial use.</p> <ul style="list-style-type: none"> <li>• Farm commodities are not being processed, however, farm products and services directly related to farm-related activities are being assembled, stored and distributed to the farming community.</li> <li>• Services for agricultural machinery and equipment are provided.</li> <li>• Research and development of greenhouse technology production yields will occur on site.</li> <li>• Sale of incubation crops to farm families to supplement income.</li> </ul>	✓
2)	<p>Shall be compatible with and shall not hinder surrounding agricultural operations.</p> <p>a. Ensure surrounding agricultural operations are able to pursue their agricultural practices without impairment or inconvenience. (The use is limited in size and away from agricultural activities on the property.)</p> <p>b. Uses should be appropriate to available rural services (e.g., do not require the level of road access, water and wastewater servicing, utilities, fire protection and other public services typically found in settlement areas). Rural roads only, no need for settlement area services.</p> <p>c. Maintain the agricultural/rural character of the area (in keeping with the principles of these guidelines and PPS Policy</p>	<p>Yes. The business:</p> <p>a. Does not impair surrounding agricultural operations and is limited in size.</p> <p>b. Does not require public services required in settlement areas. Access to rural roads are necessary. Access to urban areas is not required.</p> <p>c. Maintains the character of the area. The scale of the development is to remain small and is confined to an existing small parcel of land.</p>	<p>✓</p> <p>✓</p> <p>✓</p>

Appendix B to Planning Justification Report – Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas  
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	<p>1.1.4). Buffering and landscaping proposed to minimize presence of use.</p> <p>d. Meet all applicable provincial air emission, noise, water and wastewater standards and receive all relevant environmental approvals.</p> <p>e. The cumulative impact of multiple uses in prime agricultural areas should be limited and not undermine the agricultural nature of the area.</p>	<p>d. Will obtain relevant environmental approvals if applicable. However, none are anticipated as emissions, noise and wastewater standards are not being compromised.</p> <p>e. The application proposes the adaptive reuse of an existing property and buildings for agriculture-related purposes. This will not compromise the intent of this policy as it is limited in scale and is intended to directly service and enhance the agricultural function of the area by providing products and services required in agricultural practices. In addition, the reusable nature of the proposed vinyl products will replace the current single use plastics that typically get damaged by elements, tear and blow across fields and contribute to polluting the countryside.</p>	✓
3)	Directly related to farm operations in the area Agriculture-related uses must be directly related to farms in the area, primarily providing products or services that are associated with, required by or that enhance agricultural operations in the area. “Directly related to” means that the use should reflect the type of agricultural production in the area.”	Yes. The surrounding areas are primarily agricultural production lands where crops and farm vehicles predominate. The primary use of the business is intended to serve the agricultural area. The products and services are directly related to the crops growing and harvesting, winterization of farm vehicles and equipment, and research and development of greenhouse yield increases. The lands within 10 kilometres and beyond primarily are made up a cash crops.	✓
4)	Supports agriculture.	Yes. See 3) above. In addition, as part of the research and development program, it is intended to construct greenhouses on the property to grow and test yield increase technology. Products grown onsite will be made directly available to larger greenhouses, farm properties, and local farm families to generate increased income.	✓
5)	Provides direct products and/or services to farm operations as a primary activity. “Direct products and/or services” refers to uses that <u>serve an agricultural need</u> or create an	Yes. The emphasis of this guideline is that the proposed use provides direct products and/or services to farm operations as a primary activity. The former use did not and would otherwise not be suitable for location on this property. However, the new	✓

Appendix B to Planning Justification Report – Guidelines on Permitted Uses in Ontario’s Prime Agricultural Areas  
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	<p>opportunity for agriculture at any stage of the supply chain (e.g., seed or fertilizer supplier, farm equipment repair, value-added food and beverage processing and distribution or retail of agricultural commodities grown in the area). General-purpose commercial and industrial uses that serve a broad customer base (e.g., building supply centres, window manufacturers, fencing companies, paint stores, pre-cast concrete businesses and contractors’ yards) are not agriculture-related uses even if they have farm operators as customers.</p>	<p>use directly services the agricultural community. See the ‘description of proposed use’ in the body of the report. The products and services of the proposed use are the primary activity. Proximity to agricultural properties is necessary for servicing large farm equipment, machinery and vehicles which should not be brought into the settlement area. Proximity to this property from agricultural properties is important when towing large farm vehicles to and from the property on rural roads. Research and development in greenhouse technology will occur in the existing buildings and future greenhouses are intended to be constructed on the property. Products grown onsite will be made directly available to larger greenhouses, farm properties, and local farm families to generate increased income.</p> <p>It is important to note that the limited size of the existing property is not considered in the guidelines. The adaptive reuse of an undersized agricultural property is in keeping with the general purpose and intent to serve the agricultural community.</p>	
6)	<p>Benefits from being in close proximity to farm operations.</p> <p>To meet this criterion, agriculture-related uses must benefit from or need to be located near the farm operations they serve. <u>Benefits may include more effective or efficient operations due to access to feedstock, roads suited to slow-moving farm vehicles, reduced transportation distance and risk of spoilage and marketing opportunities associated with being part of an agricultural cluster.</u></p>	<p>Yes. It is more suitable to be located in an agricultural area where large machinery, equipment and vehicles can access the property by way of a rural road network. This reduces incompatibilities with settlement area road networks.</p> <p>The land is surrounded by agriculture and the location is ideal for providing more efficient means of transporting these large items to and from the property. The proximity to the surrounding agricultural community reduces transportation costs.</p>	✓

**Provincial Policy Statement 2020 – Policy Compliance Table**

This appendix demonstrates how the proposed application is consistent with those applicable policies of the Provincial Policy Statement.

Section	Policy	Comments	
<b>1.1</b>	<b>Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns</b>		
<b>1.1.1</b>	Policy 1.1.1 outlines that healthy, liveable, and safe communities are sustained by:		
	a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;	Yes. This application proposes to adaptively reuse an existing small parcel of land and existing buildings.	
	b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;	Not applicable to the proposed application.	✓
	c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;	Yes. No impacts are created.	✓
	d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;	The application does not impact land use patterns that prevent the efficient expansion of settlement areas.	
	e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to	Yes. This application proposes to adaptively reuse an existing small parcel of land and existing buildings.	✓

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	minimize land consumption and servicing costs;		
	f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;	Not applicable to the proposed application.	
	g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;	Not applicable to the proposed application.	
	h) promoting development and land use patterns that conserve biodiversity; and;	Yes. Proposes a use that is more environmentally friendly by providing a reusable alternative to large volumes of single use plastics, and invests in technologies to increase crop yields.	✓
	i) the use shall comply with the Minimum Distance Separation Formulae;	No impacts created. No nearby livestock facilities. Proposed use does not generate noise, dust or odour.	✓
1.1.4.2	Policy 1.1.4.2 requires rural settlement areas shall be the focus of growth and development and their vitality and regeneration shall be promoted.	The lands are an adaptive reuse of a small parcel of land and buildings that are better suited outside the urban settlement area. The settlement area should be developed with more intensive uses and keep large farm equipment, machinery and farm vehicle transportation directed toward the rural area near agricultural uses.	✓

Section	Policy	Comments	
<b>1.1.5 Rural Lands in Municipalities</b>			
<b>1.1.5.1</b>	Policy 1.1.5.1 states when directing development on rural lands, a planning authority shall apply the relevant policies of Section 1: Building Strong Healthy Communities, as well as the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.		
<b>1.1.5.2</b>	Policy 1.1.5.2 On rural lands located in municipalities, permitted uses are:		
	d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards;	Yes. Proposed use is agriculture related.	✓
<b>1.1.5.4</b>	Policy 1.1.5.4 states that development that is compatible with the rural landscape and can be	Yes. This application proposes to adaptively reuse an existing small parcel of land and existing buildings.	✓

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	sustained by rural service levels should be promoted.		
<b>1.1.5.5</b>	Policy 1.1.5.5 states that development shall be appropriate to the infrastructure which is planned or available, and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.	Yes. Existing private services and rural road network as sufficient for the proposed use.	✓
<b>1.1.5.6</b>	Policy 1.1.5.6 indicates that opportunities should be retained to locate new or expanding land uses that require separation from other uses.	Separation between uses is maintained. The proposed use is compatible with the adjacent residential dwelling and agricultural area. The location of the existing dwelling complies with the minimum separation distance of the zoning by-law.	✓
<b>1.1.5.7</b>	Policy 1.1.5.7 indicates that opportunities to support a diversified rural economy should be promoted by protecting agricultural and other resource-related uses and directing non-related development to areas where it will minimize constraints on these uses.	Yes. The proposed use will improve the efficiency, cost and protection of farm related investments to the local farming community. This application proposes to adaptively reuse an existing small parcel of land and existing buildings and avoids locating on other viable farmlands. The proposed use does not have negative impacts on the agricultural community.	✓
<b>1.1.5.8</b>	Policy 1.1.5.8 requires that new land uses, including the creation of lots, and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.	No impacts created. No nearby livestock facilities. Proposed use does not generate noise, dust or odour.	✓

Section	Policy	Comments	
<b>1.2.6 Land Use Compatibility</b>			
<b>1.2.6.1</b>	Policy 1.2.6.1 states that major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and economic viability of major facilities in accordance with provincial guidelines, standards and procedures.	The proposed use is not considered a major facility and does not appear to be impacted by any nearby major facility.	✓

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Section	Policy	Comments	
<b>2.3 Agriculture</b>			
<b>2.3.1</b>	Policy 2.3.1 states that prime agricultural areas shall be protected for long-term use for agriculture.	Yes. This application proposes to adaptively reuse an existing small parcel of land and existing buildings. The use will help enhance and sustain the agricultural area.	✓
<b>2.3.2</b>	<p>Policy 2.3.2 states Planning authorities shall designate prime agricultural areas and specialty crop areas in accordance with guidelines developed by the Province, as amended from time to time.</p> <p>Planning authorities are encouraged to use an agricultural system approach to maintain and enhance the geographic continuity of the agricultural land base and the functional and economic connections to the agri-food network.</p>	Yes. This application proposes to adaptively reuse an existing small parcel of land and existing buildings, taking advantage of economic connections to the agri-food network. The use will help enhance and sustain the agricultural area.	✓
<b>2.3.3 Permitted Uses</b>			
<b>2.3.3.1</b>	<p>Policy 2.3.3.1 states in prime agricultural areas, permitted uses and activities are: agricultural uses, agriculture-related uses and on-farm diversified uses.</p> <p>Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.</p>	Yes. The proposed agriculture-related use is an adaptive reuse an existing small parcel of land and existing buildings. The use will help enhance and sustain the agricultural area and does not hinder surrounding agricultural operations.	✓
<b>2.3.3.2</b>	Policy 2.3.3.2 states in prime agricultural areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards.	Yes. The products and services of the proposed use enhance normal farm practices, protect farm machinery, equipment and farm vehicles, and provides an environmentally friendly alternative to large volumes of single use plastics currently being used in the agricultural industry. See description of use in the body of the report.	✓

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2.3.3.3	Policy 2.3.3.3 states new land uses in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.	There are no impacts created and no nearby livestock facilities. The creations of a new lot is not contemplated. The proposed use does not generate noise, dust or odour.	✓
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Appendix C to Planning Justification Report – Official Plan Compliance  
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**Norfolk County Official Plan – Policy Compliance Table**

This appendix demonstrates how the proposed application is consistent with those applicable policies of the Norfolk County Official Plan.

Section	Policy	Comments	
<b>Section 2.2 Goals &amp; Objectives</b>			
<b>2.2</b>	Goals and Objectives  This section of the Official Plan sets out six “Goals and Objectives” to which the following five are applicable to the proposed residential development:		
<b>2.2.1</b>	Strong and Diversified Economy	The proposed development contributes to a strong and diversified economy by revitalizing an underutilized former agricultural building, and supporting the agricultural community through products and services that directly relate to the needs of the agricultural community.	✓
<b>2.2.2</b>	Protecting and Enhancing the Natural Environment	The lands are not subject to environmental constraints.	n/a
<b>2.2.3</b>	Maintaining and Enhancing the Rural and Small Town Character	One of the policies of 2.2.3 is to revitalize and reuse underutilized land in the County. This development proposes the adaptive reuse of an existing building contained to 1.36 hectares of land. No negative impacts are anticipated thus maintaining the rural character of this area.	
<b>2.2.4</b>	Maintaining a High Quality of Life	The proposed application is not subject to Section 2.2.4.	n/a
<b>2.2.5</b>	Upgrading and Expanding Infrastructure	The proposed application is not subject to Section 2.2.4.	n/a
<b>2.2.6</b>	A Well Governed, Well Planned and Sustainable County	The proposed application is not subject to Section 2.2.4.	n/a

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Section	Policy	Comments	
<b>Section 4.0 Ensuring Economic Vitality</b>			
<b>4.0</b>	The County encourages economic development across the County in a manner that balances social, cultural, natural environment and other initiatives. This Plan recognizes the pre-eminence of agriculture as the principal economic activity in the County. This Section of the Plan addresses broad areas and influences of economic activity, including agriculture, tourism, natural resources and resource-related activities, employment activities, and the redevelopment of potentially contaminated sites.		
<b>4.3</b>	<p>Locations of Economic Activity</p> <p>The following shall be the policy of the County: b) Industrial land shall be focused in Urban Areas and will be located adjacent to or in close proximity to Provincial Highways and arterial roads, where an appropriate level of municipal services are provided. Notwithstanding the foregoing, rural industrial and commercial operations shall be permitted in accordance with the policies of Section 7.2 (Agricultural Designation) of this Plan.</p>	The proposed amendment complies with Section 7.2 of this Plan. See justification in Report and Appendix D.	✓
<b>4.4</b>	<p>Promoting Agriculture</p> <p>Agriculture is the dominant use of land in the County...Agricultural purchases of equipment, supplies and services contribute significantly to many other sectors of the local economy.</p> <p>It is the policy of this Plan to promote the further development of Norfolk County's agricultural industry and to provide support to local farmers. To support this policy, the County may undertake the following measures:</p>	The subject lands are approximately 1.36 hectares in area and contain existing buildings. The surrounding lands are all agricultural and are used for sewing crops. The adaptive reuse of the existing land and buildings for a use that serves the agricultural community and meets the intent of this policy. The nature of the business provides products and serves that are directly related to the agricultural community.	✓

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	a) Protect the agricultural land base and discourage or prohibit those uses that unnecessarily take agricultural land out of production or which may conflict with farm operations;	The use serves the agricultural community, does not remove lands from agricultural production and does not conflict with agricultural operations in the area.	✓
	d) Encourage the development of agriculture-related activities that store, distribute, process, mill, or sell farm produce or which repair farm machinery or directly sell supplies to farmers;	The proposed products and services of the use allow for the farming community to grow cash crops (i.e ground covers), protect agricultural products (i.e. hay bales), store product and machinery outdoors, thus encouraging the development of agricultural products and services. The greenhouse provides products to farms and families.	✓
	f) Encourage the establishment of services that support the agricultural community at locations that best serve agricultural operations;	The location of the use is in the agricultural area, in close proximity to many agricultural farms. The products and services support agriculture and benefit from being in close proximity to the agricultural area which reduces transportation costs, and prevents large equipment and machinery from driving on local settlement roads.	✓
	r) The County will minimize the impact of non-agricultural related uses on farm operations and may require an Agricultural Impact Assessment (AIA) in accordance with provincial guidelines, including appropriate mitigation measures, in support of applications for non-agricultural related developments on sites near farm operations;	An agricultural impact assessment is not required as the use is contained to a small independent parcel of land and does not impact surrounding uses.	✓

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Section	Policy	Comments	
<b>Section 6.7 Rural Area</b>			
<b>6.7</b>	The Rural Area includes all land outside of the Urban Areas, Hamlet Areas, and Resort Areas. The Rural Area includes lands designated for Agricultural....		
<b>6.7.1</b>	<p>Agricultural Land</p> <p>One of the primary components of the County's economy and heritage is the extensive area of productive agricultural land, which covers most of the County. The County will preserve and foster, as one of its primary objectives, a thriving agricultural industry and the associated rural lifestyle. The land base dedicated to agricultural production must, therefore, be protected and the use of the land must be predominantly agriculturally oriented,...</p> <p>The main threat to the preservation of the rural character lies in the potential influx of large numbers of incompatible uses into the agricultural areas. Although a certain degree of rural non-farm growth provides benefits to the community, the extent of such development should be limited.</p> <p>The following shall be the policy of the County:</p>	<p>The agricultural related use serves the agricultural area and does not conflict or inhibit the function of the surrounding agricultural lands.</p> <p>There is no threat to the rural character as the buildings already exist.</p> <p>The size of the parcel is a limiting factor in itself as it does not lend itself to normal farm practices or the establishment of on-farm diversified or value added agriculture. The adaptive reuse of the existing buildings on the small parcel of land is compatible with the surrounding land uses and does not contribute to an influx of incompatible uses.</p>	✓
	a) The County is committed to the protection of prime agricultural land. The County recognizes, however, that where growth and development occur, it is likely that land with significant agricultural productivity will need to be utilized. Priority shall be given to less productive agricultural land for non-	Agricultural lands are unimpacted.	✓

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	agricultural development, where it is feasible and practical to do so.		
	b) Unless otherwise designated, use of prime agricultural land shall be subject to the policies of Section 7.2 (Agricultural Designation) of this Plan. New non-agriculturally related uses on prime agricultural land shall not be permitted, unless otherwise specifically permitted by this Plan.	The lands are not prime agriculture and are not farmed. The lands are 1.36 hectares in area and uses that support agricultural should be encouraged to locate on unique parcels of lands such as these subject lands.	✓

Appendix C to Planning Justification Report – Official Plan Compliance  
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Section	Policy	Comments	
<b>Section 7.0 Managing Land Use</b>			
<b>7.2</b>	<p>Agriculture</p> <p>The Agricultural Designation is intended to strengthen the agricultural community in the County. The policies are designed to protect agriculture from the intrusion of incompatible uses, such as non-farm related residential dwellings and other uses that are sensitive to agricultural practices. The policies of the Agricultural Designation are also intended to provide the opportunity for businesses that support agricultural operations to locate on farms or in close proximity to farms. The policies support the agricultural community by providing opportunities for farm operators to engage in secondary business activities that supplement farm incomes.</p>	The proposed amendment will reuse the existing vacant buildings for agriculture-related purposes as described in this report. The proposed amendment will permit a use that directly supports the agricultural operations of the surrounding community and beyond.	✓
<b>7.2.1</b>	<p>Permitted Uses</p> <p>h) The following uses may also be permitted, provided these uses do not conflict with existing farming operations, or with any policies related to Provincially Significant Features or Natural Heritage Features:</p> <p>iv) Agriculture-related commercial and industrial operations, subject to the policies of Section 7.2.2 (Agricultural Designation – Land Use Policies);</p>	The use is permitted as it maintains the general intent and purpose of Section 7.2.2.	✓
<b>7.2.2</b>	<p>Land Use Policies</p> <p>d) Agriculture-related commercial and industrial uses that are clearly supportive of and directly related to agricultural operations</p>	The use is agricultural-related commercial and industrial directly serving agricultural operations.	✓

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	may be permitted subject to the following criteria:		
	i) the use must be justified on the basis of being required near to the farm operation;	The use serves agricultural properties and is better located in close proximity to such properties to reduce transportation costs, and avoid large farm vehicles, machinery and equipment from traveling within urban areas.	✓
	ii) the proposed use is directly related to farm operations in the area and provides direct products and/or services to farm operations as a primary activity;	Yes. They provide goods and services directly to the agricultural community.	✓
	iii) the proposed use shall be compatible with and not hinder surrounding agricultural operations;	Yes. No incompatibilities are generated from this use. Furthermore, the avoidance of incompatibilities is achieved by ensuring this unique business is located outside of urban areas.	✓
	iv) the proposed use shall be appropriate to available rural services, such as road access, private water and waste water services, utilities, fire protection and other public services;	Private services exist on the lands.	✓
	v) the proposed use maintains the agricultural character of the area;	Yes. The existing buildings will be reused. New buildings in the form of greenhouses will be constructed.	✓
	vi) the proposed use meets all applicable provincial emission, noise, water and wastewater standards and receives all relevant environmental approvals;	No emissions will be generated by the use.	✓
	vii) the cumulative impact of multiple agriculture-related uses in prime agricultural areas should be limited and not undermine the agricultural nature of the area;	Yes. No impacts are created. The adaptive reuse of undersized lands and buildings are supported by this policy.	✓
	viii) the location of the proposed use shall provide for minimum sight distances from the access points in either direction along a County road;	The lands were subject to a site plan agreement to which site lines were established previously.	✓
	ix) the proposed use shall be located and designed to mitigate potential adverse	No impacts are generated by the use.	✓

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	impacts, including noise impacts, on adjacent residential and other incompatible uses by buffering measures such as landscaping, berming and building setback and layout;		
	x) the proposed use shall not be permitted in Provincially Significant Wetlands or Hazard Lands identified on Schedules “B” or Table 1 of Section 3.5(Natural Heritage Systems) to this Plan;	Provincially Significant Wetlands and Hazard lands are not located near the property.	✓
	xi) the proposed use shall not be permitted in or on adjacent land to the Natural Heritage Features identified on Schedule “C” and/or Tables 1 and 2 or on Schedule “G” and Table 6 of the Lakeshore Special Policy Area Secondary Plan, unless it has been demonstrated that there will be no negative impacts on the natural features or their ecological functions, in accordance with the policies of Section 3.5 (Natural Heritage Systems) and Section 11 (Lakeshore Special Policy Area Secondary Plan) of this Plan;	No natural heritage features exist near the property.	✓
	xii) the proposed use shall be subject to a Zoning By-law Amendment; and	Application is made to permit the use.	✓
	xiii) the proposed use shall be subject to site plan control, where warranted and as appropriate, in accordance with the policies of Section 9.6.5 (Site Plan Control) of this Plan.	The lands are subject to site plan control.	✓
	i) Nothing in this Plan shall prevent normal farm practices that are conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar	The use includes research and development of expanding the agricultural product line with vinyl related greenhouse products and the enhancement of greenhouse productivity yields.	✓

Appendix C to Planning Justification Report – Official Plan Compliance  
Bag Tex Packaging

	agricultural operations under similar circumstances; <u>or make use of innovative technology in a manner consistent with proper advanced farm management practices.</u>		
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Appendix E to Planning Justification Report – Industry Comparisons  
Bag Tex



***Image 1 - Large farm equipment and machinery will be transported to and from the facility.***



**Image 2 – Replace plastic tarps/covers with reusable vinyl products.**



**Image 3 – Replace plastic hay bale tarps/covers with reusable vinyl products.**

Appendix E to Planning Justification Report – Industry Comparisons  
Bag Tex



**Image 4, 5 and 6 - Replace plastic ground covers with reusable vinyl products**



2024-07-22  
Project: (240043)

Bag Tex Packaging  
1904 Windham Road #3  
Norfolk County

**RE: BAG TEX PACKAGING, 1904 WINDHAM ROAD 3, NORFOLK COUNTY  
TRAFFIC IMPACT BRIEF**

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The proposed Bag Tex Packaging facility is intended to produce reusable plastic covers in agricultural operations and replace the currently used single-use plastics. The facility is to be located at 1904 Windham Road 3, west of Highway 24.

The subject site has two existing industrial buildings with GFAs of 384 m<sup>2</sup> and 1,380 m<sup>2</sup> for a total GFA of 1,764 m<sup>2</sup>, or approximately 19,000 sq. ft. The buildings are currently vacant and not in use.

**Figure 1** (attached) illustrates subject site location.

The site has an existing driveway (to the south) on Windham Road 3, which is aligned with a driveway to the north to the existing Meuse Farm & Market property.

**Figure 2** (attached) shows the proposed Site Plan.

The proposed packaging facility is expected to involve the following implementation steps:

- ▶ Add a new building of GFA 384 m<sup>2</sup> to function as a Greenhouse.
- ▶ Relocate the owner's current plant producing reusable plastic covers for auto-parts to the subject site at 1904 Windham Road 3.
- ▶ Continue producing reusable auto-parts covers while transitioning to producing reusable agricultural covers.
- ▶ The facility will also include R & D functions on agricultural products to increase greenhouse yields, using the new Greenhouse building.
- ▶ The number of employees is expected to increase from eight at current to about 15 in the future.

## Traffic Impacts

The above noted production activities are not significant trip generators. **Table 1** summarizes trip generation estimates for the site based on the Institute of Transportation Engineers (ITE) trip generation rates. Assuming Light Industrial Use for trip generation purposes, the existing GFA of 19,000 sq. ft. will generate approximately 17 trips (15 inbound and 2 outbound) in the AM peak hour, and 12 trips (two inbound and 10 outbound) in the PM peak hour.

**TABLE 1: TRIP GENERATION**

Land Use Code	Units	AM Peak Hour				PM Peak Hour			
		Rate	In	Out	Total	Rate	In	Out	Total
<b>110: General Light Industrial</b>	19,000 sq. ft.	Eq	15	2	<b>17</b>	Eq	2	10	<b>12</b>
<b>Total Trip Generation</b>			<b>15</b>	<b>2</b>	<b>17</b>		<b>2</b>	<b>10</b>	<b>12</b>

**LUC 110** | **AM:**  $T = 0.68(X) + 3.81$  | **PM:**  $\ln(T) = 0.72 \ln(X) + 0.38$

The existing two-way traffic volumes on Windham Road 3 are 8 vph in the AM peak hour, 7 vph in the Mid-Day peak hour, and 12 vph in the PM peak hour. North / South traffic volumes on Highway 24 are 309/347 vph in the AM peak hour, 237/309 vph in the Mid-Day peak hour, and 356/429 vph in the PM peak hour.

**Figure 3** (attached) illustrates the existing traffic volumes.

The above volumes are well within the roadway and intersection operational capacities. The additional traffic volumes due to the proposed packaging facility are comparatively low and their impacts will be minimal. The access to the site is an established existing access and is appropriate for the proposed development.

In summary, the proposed development can be accommodated by the existing roads and access and is appropriate to be considered for approval.

Yours very truly,

**PARADIGM TRANSPORTATION SOLUTIONS LIMITED**



**Rajan Philips**

M.Sc., P.Eng.

Senior Transportation Consultant





NTS  
Image Source: Norfolk County Maps



## Location of Subject Site

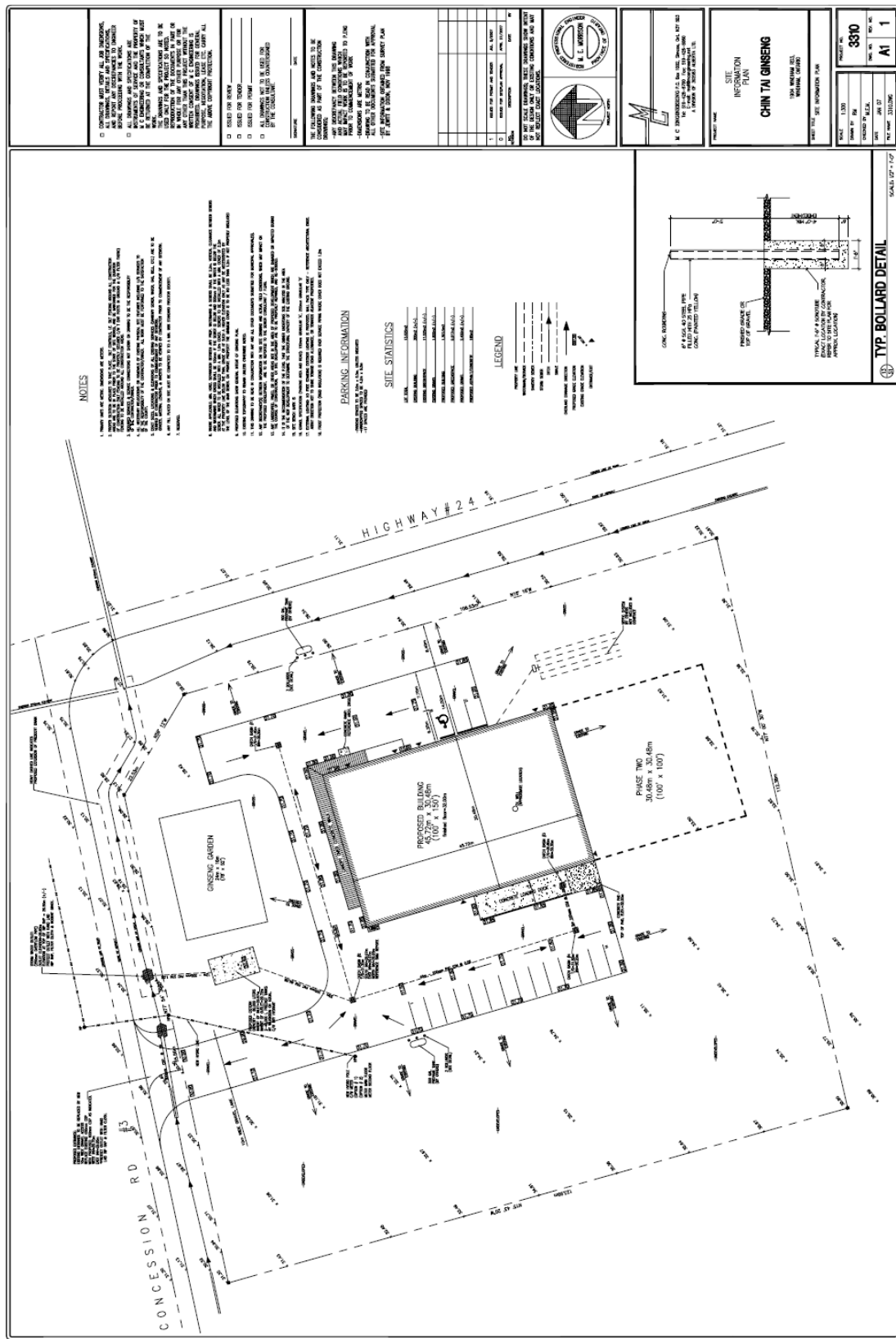
1904 Windham Road 3, Norfolk County TIB  
240043

Figure 1



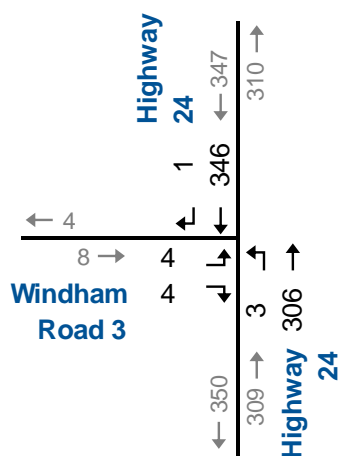
## Figure 2

# Proposed Site Plan

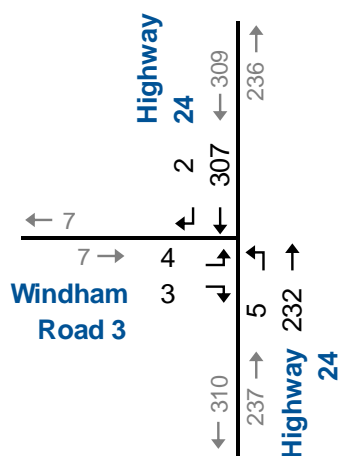




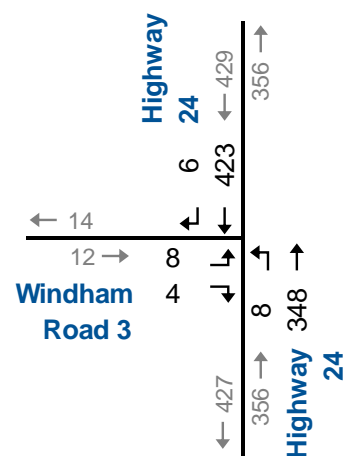
### AM Peak Hour

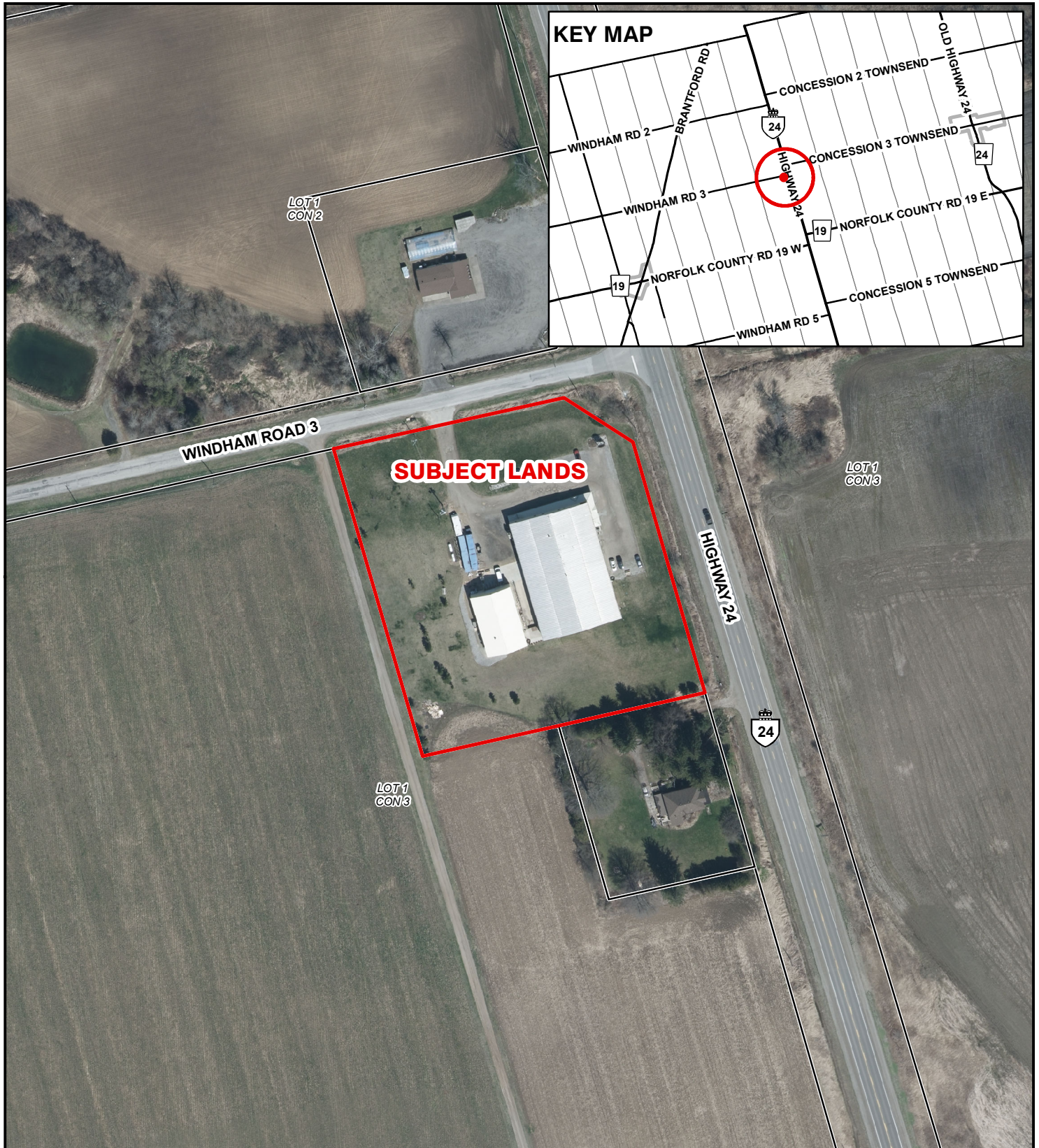


### Midday Peak Hour




### PM Peak Hour



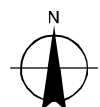


**Legend**

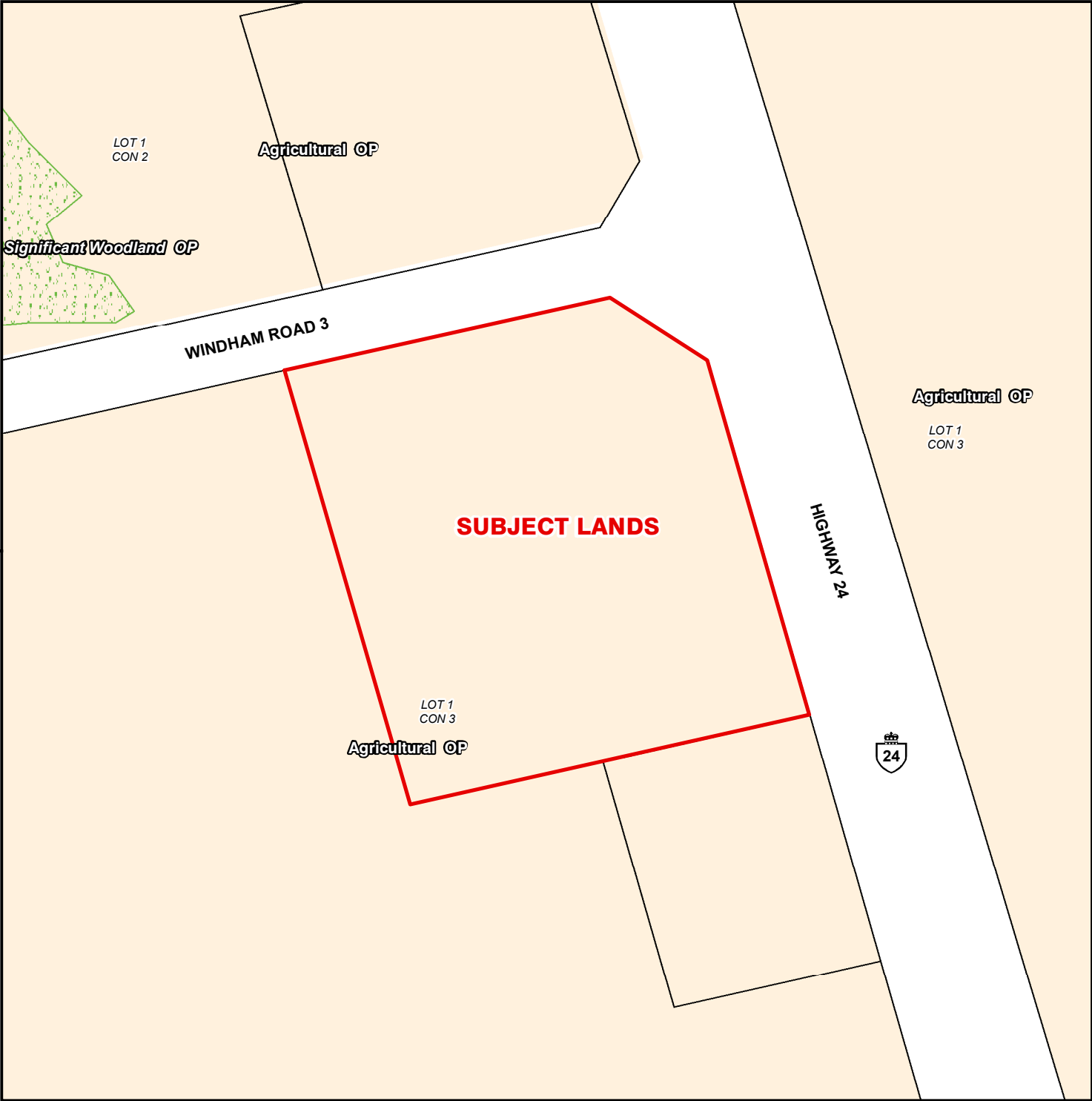
 Subject Lands

2020 Air Photo


9/20/2024



10 5 0 10 20 30 40  
Meters




**Legend**

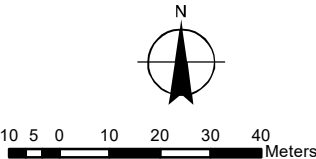
 Subject Lands

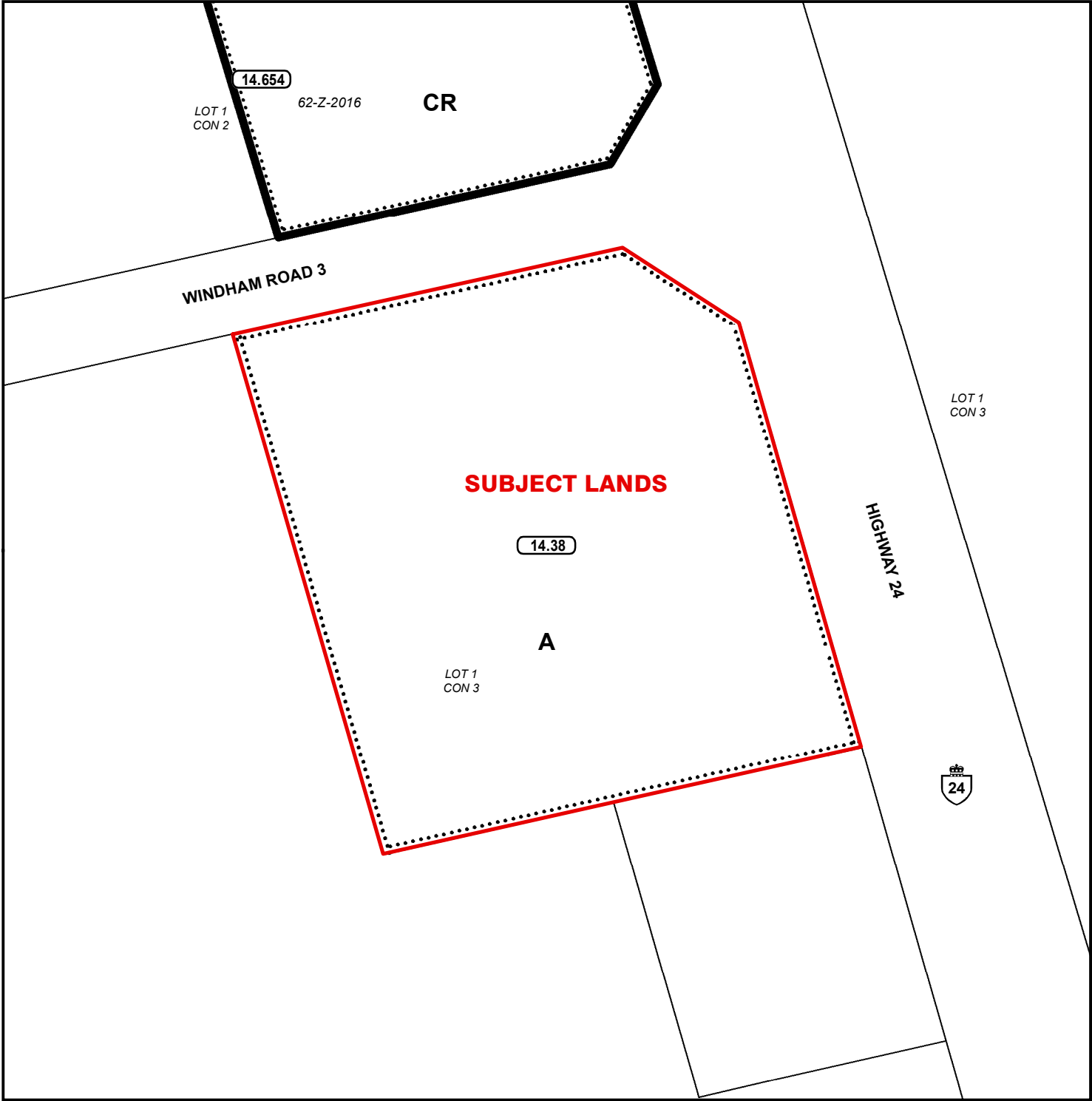
**Official Plan Designations**

 Agricultural

 Significant Woodland

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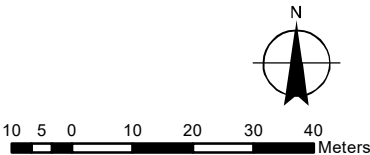
**LEGEND**

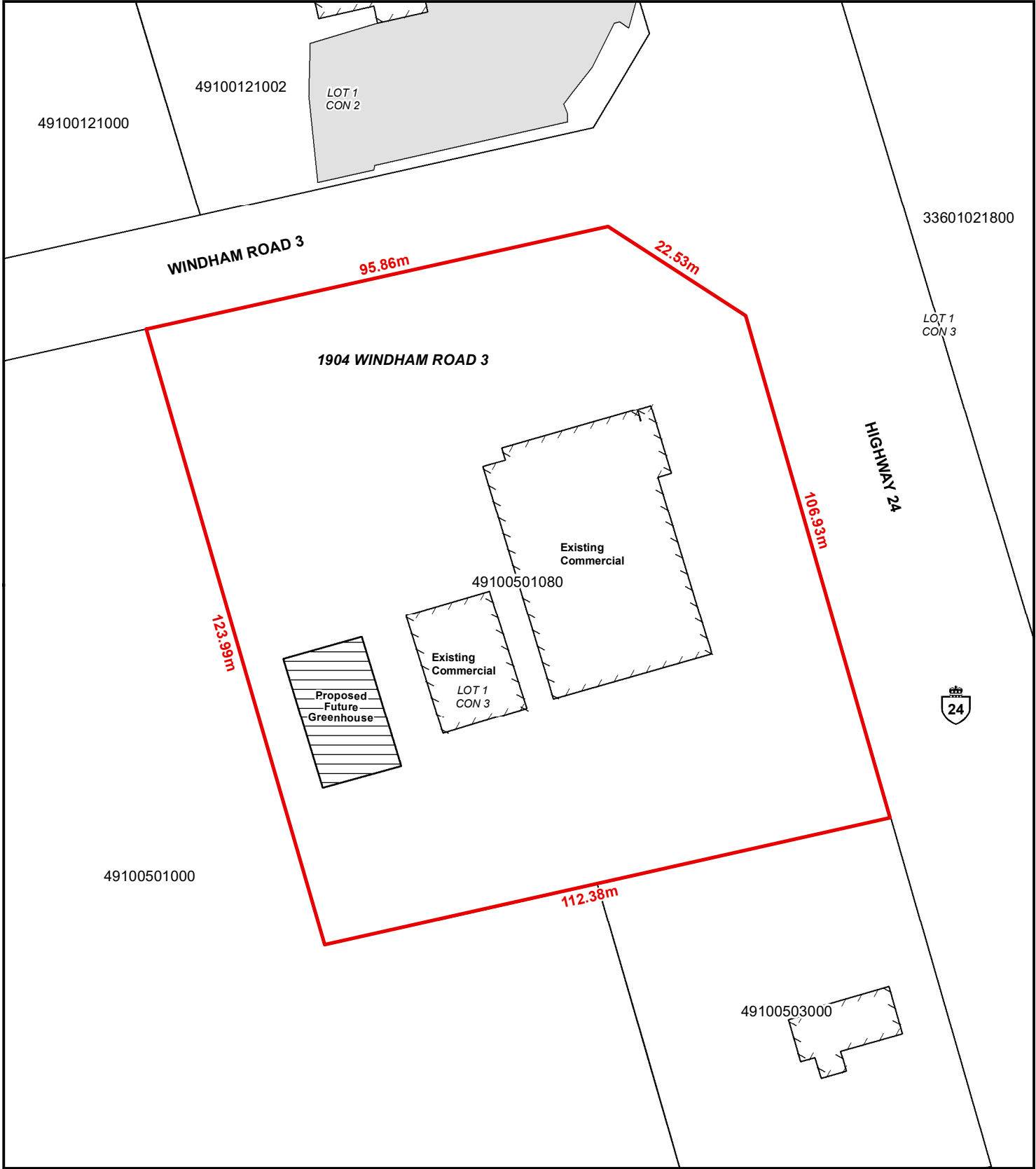
 Subject Lands

ZONING BY-LAW 1-Z-2014

9/20/2024

- (H) - Holding
- A - Agricultural Zone
- CR - Rural Commercial Zone





Legend

Subject Lands

