



File No:	Date of Receipt:
Town Fee (\$):	Regional Fee (\$):
NPCA Fee (\$):	Operations Fee (\$):
Other Fee (\$):	Other Fee (\$):

(Office Use Only)

## Application for an Official Plan Amendment and/or Zoning By-law Amendment

Under the *Planning Act, R.S.O. 1990 c. P.13, as amended*

A pre-consultation meeting with Planning, Building and Development Services Staff is required prior to applying for an Official Plan Amendment and/or a Zoning By-law Amendment.

Please complete all applicable sections of this application. All measurements are to be provided in metric units. The information requested on this application is required to review the proposal. An incomplete application will be returned to the Registered Owner/Authorized Agent. If you have questions regarding the information requested on this application, please contact the Planning, Building & Development Services Department.

*All information requested on this form is collected under the authority of the Planning Act, R.S.O. 1990, c. P.13, as amended, and the provisions of the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56. The requested information on this application and all accompanying plans, reports, and information is required in order to process this application and will form part of the public record which may be published on the Town of Niagara-on-the-Lake website or by other means. The name and business address of the Registered Owner and/or Authorized Agent is public information. Questions about the collection of information can be made to the Town Clerk.*

1. Type of Application			
<input type="checkbox"/> Official Plan Amendment	<input checked="" type="checkbox"/> Zoning By-law Amendment	<input type="checkbox"/> Removal of Holding Symbol (Complete Sections 2-4 only)	<input type="checkbox"/> Temporary Use By-law
2. Details of the Subject Lands			
Municipal Address 1231 Concession 2 Road		Assessment Roll Number 262702002109000	
Legal Description Part of Township Lot 31			
Date the subject lands were acquired: 1970	Lot Area (metric): 40943.1 sm	Lot Frontage (metric): 62.316 m	Lot Depth (metric): 355.846 m
Description of easements, rights-of-way, or restrictive covenants applicable to the subject lands (if applicable): NA			
3. Registered Owner (as shown on the deed and title of the property)			
Name John & Dorothy Floris & Lynda & Michael Bailey		Company Name	Municipality Niagara-on-the-Lake
Mailing Address 1231 Concession 2 Road		Unit Number	Postal Code L0S 1J0
Province Ontario	Email dorothyfloris@gmail.com	Telephone 289.407.2567	
4. Authorized Agent (if one has been authorized)			
Name Susan Wheler		Company Name Susan Wheler + Associates	Municipality Niagara-on-the-Lake
Mailing Address 289 Victoria Street, P.O. Box 696		Unit Number	Postal Code L0S 1J0
Province Ontario	Email susan@susanwhelerassociates.com	Telephone 905.650.1275	
Contact for all future correspondence (select one): <input type="checkbox"/> Registered Owner <input checked="" type="checkbox"/> Authorized Agent			
5. Mortgages, Charges, and Other Encumbrances (if applicable)			
Name Lauren Daly		Company Name Pen Financial	Municipality St. Catharines
Mailing Address 295 Fourth Avenue		Unit Number	Postal Code L2S 0E7
Province Ontario	Email laurendaly@penfinancial.com	Telephone 905.688.2044 Ext 1704	

<b>6. Access</b> (select all that apply)			
Identify how the subject lands will be accessed:			
<input checked="" type="checkbox"/> Public road maintained all year	<input type="checkbox"/> Niagara River Parkway	<input type="checkbox"/> Provincial highway	
<input type="checkbox"/> Public road maintained seasonally	<input type="checkbox"/> Private easement/Right-of-way	<input type="checkbox"/> Waterway	
If the subject lands will be accessed by a waterway only, identify the parking and docking facilities to be used and the approximate distance of these facilities from the subject lands to the nearest public road:			
<b>7. Servicing</b> (select all that apply)			
Identify how the subject lands will be serviced:			
<b>Water</b>	<b>Sewage Disposal</b>	<b>Storm Drainage</b>	
<input checked="" type="checkbox"/> Publicly owned and operated piped water system	<input type="checkbox"/> Publicly owned and operated sanitary sewage system	<input type="checkbox"/> Sewers	
<input type="checkbox"/> Privately owned and operated individual well	<input checked="" type="checkbox"/> Privately owned and operated individual septic system	<input checked="" type="checkbox"/> Ditches/swales	
<input type="checkbox"/> Privately owned and operated communal well	<input type="checkbox"/> Privately owned and operated communal septic system	<input type="checkbox"/> Other: _____	
<input type="checkbox"/> Lake or other water body	<input type="checkbox"/> Privy		
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Other: _____		
<b>8. Existing Buildings, Structures, and Uses</b>			
Identify the existing use(s) of the subject lands and the length of time the existing use(s) have continued:			
Agricultural + single-detached dwelling since 1960, storage buildings and a home industry since 1970.			
Type of Building or Structure	Existing single-detached dwelling and proposed new garage.		
Construction Date	1960		
Existing Use(s)	Principal Residence	Agricultural	
Time the Existing Use(s) have continued	66 years		
Front Yard Setback (m)	5.76 m		
Rear Yard Setback (m)	60.91 m		
Side Yard Setback (m)	20.3 m		
Side Yard Setback (m)	12.60 m		
Height (m)	10.67 m		
Gross Floor Area (sq m)	182.63 sm		
Lot coverage (%)	4.5% of severed lot		
<b>9. Proposed Buildings, Structures, and Uses</b> (if applicable)			
Identify the proposed use(s) of the subject lands:			
Rural Residential			
Type of Building or Structure	Accessory Building		
Construction Date	Proposed		
Proposed Use(s)	Garage & Storage		
Front Yard Setback (m)	27.69 m		
Rear Yard Setback (m)	49.74 m		
Side Yard Setback (m)	3.05 m easement for gas and water line on the east side of the property		
Side Yard Setback (m)	33.27 m		
Height (m)	6.85 m		
Gross Floor Area (sq m)	97.3 sm		
Lot coverage (%)	2.4% of severed lot		
<b>10. Provincial Policy</b>			
Is this application consistent with policy statements issues under Section 3(1) of the <i>Planning Act</i> , R.S.O. 1990, c. P.13, as amended? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
Is any portion of the subject lands within the Specialty Crop (Niagara Tender Fruit and Grape) Area? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>			
Is any portion of the subject lands within the Niagara Escarpment Plan Area? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>			
If yes to any, explain how this application conforms to Provincial policy statements and applicable Provincial plan(s): Please refer to Section 3.0 of the Planning Justification Report that addresses Provincial Policy.			

11. Official Plan Information	
Existing Niagara Regional Official Plan designation(s) of the subject lands: Specialty Crop Area	
Does this application conform to the Niagara Regional Official Plan? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, explain how this application conforms to the Niagara Regional Official Plan: Please refer to Section 3.4 of the Planning Justification Report.	
Existing Town of Niagara-on-the-Lake Official Plan designation(s) of the subject lands: Agricultural	
Does this application conform to the Town of Niagara-on-the-Lake Official Plan? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, explain how this application conforms to the Town of Niagara-on-the-Lake Official Plan: Please refer to Section 3.5 of the Planning Justification Report.	
Does this application propose to change or replace a designation in the Official Plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, what is the Official Plan designation that the amendment is proposing to change or replace?	
Does the proposed amendment change, replace, or delete a policy in the Official Plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, which Official Plan policy is to be changed, replaced, or deleted?	
Does the proposed amendment add a policy to the Official Plan? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, what is the nature and extent of the Official Plan policy that the amendment is proposing to add?	
Do the subject lands have a pre-determined requirement for maximum height or density? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Does this application propose to alter the boundaries of an existing settlement area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Does this application propose to remove any lands from an existing employment area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes to any of the above questions, provide details of the Official Plan policies that deal with the matter(s): The maximum height of an accessory building on the newly created lot is 4.5 m. The proposed height of the new garage (accessory building) will be 6.85 m.	
Explain the purpose for the proposed Town of Niagara-on-the-Lake Official Plan amendment (if applicable): NA	
12. Zoning Information	
Existing Town of Niagara-on-the-Lake Zoning of the subject lands: Rural (A) Zone	
Explain the nature and extent of the proposed Zoning By-law Amendment: To rezone the agricultural lands to Agricultural Purposes Only. And to recognize a reduced lot frontage. To rezone the surplus farm parcel to Rural (A) Site Specific to recognize a reduced lot frontage, a reduced front yard setback and an increase height of the new garage.	
Explain the reason for the proposed Zoning By-law Amendment: To permit the severance of a surplus farm dwelling and to consolidate the agricultural lands with the farm holdings of the tenant farmer.	
13. Surrounding Land Uses	
North	Rural Residential & Agricultural
South	Rural Residential & Agricultural
East	Agricultural
West	Agricultural, Rural Residential, Greenhouses, Mennonite Church

<b>14. Previous Applications</b> (if applicable)		
Have the subject lands ever been the subject of an application under the <i>Planning Act, R.S.O. 1990, c. P.13, as amended</i> for approval of a plan of subdivision or condominium, a consent, a minor variance, a site plan, an official plan amendment, a zoning by-law amendment, or a Minister's zoning order?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown	
Are any lands within 120 metre of the subject lands the subject of an application made by the Registered Owner under the <i>Planning Act, R.S.O. 1990, c. P.13, as amended</i> for approval of a plan of subdivision or condominium, a consent, a minor variance, a site plan, an official plan amendment, a zoning by-law amendment, or Minister's zoning order?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown	
If yes to either, provide the information requested below:		
Application Type	File Number	Status of the Application
<b>15. Concurrent Applications</b> (if applicable)		
Application Type	File Number	Status of the Application
Consent		To be submitted concurrently
<b>16. Checklist of Requirements for a Complete Application</b> (all boxes must be checked)		
The following plans, reports, and information must accompany this application:		
<input checked="" type="checkbox"/> One (1) signed copy of the Pre-Consultation Agreement;		
<input checked="" type="checkbox"/> All applicable application fees (payable by cash, cheque, or debit);		
<input checked="" type="checkbox"/> Property Index Map(s) of the subject lands from the Land Registry Office, dated within one (1) month of receipt of this application;		
<input checked="" type="checkbox"/> Parcel Register(s) (including all PIN printouts and Legal Instruments) of the subject lands from the Land Registry Office, dated within one (1) month of receipt of this application;		
<input type="checkbox"/> Two (2) folded hardcopies of the Reference Plan(s) included in the legal description of the subject lands, to scale (unfolded copies will not be accepted);		
<input checked="" type="checkbox"/> Two (2) hardcopies of a draft by-law for each separate document being amended;		
<input checked="" type="checkbox"/> Two (2) hardcopies of a schedule accompanying each draft by-law, if applicable;		
<input checked="" type="checkbox"/> Two (2) hardcopies of all required plans, reports, and information identified on the Pre-Consultation Agreement;		
<input checked="" type="checkbox"/> For all large-format plans, two (2) sets of reduced plans on 11' X 17' paper; and		
<input checked="" type="checkbox"/> One (1) digital copy, in PDF format, of all required materials.		
<i>This application will be circulated to various agencies for review and comment. Where the scope or nature of the application requires input from a large number of agencies, additional copies of this application and accompanying plans, reports, and information may be required.</i>		
<b>17. Checklist of Drawing Requirements</b> (all applicable boxes must be checked)		
Plans and drawings accompanying this application must show the following information, in metric units:		
<input checked="" type="checkbox"/> North arrow;		
<input checked="" type="checkbox"/> Metric scale;		
<input checked="" type="checkbox"/> The boundaries and dimensions of the subject lands;		
<input checked="" type="checkbox"/> The location, size, type, and setbacks of all existing and proposed buildings and structures on the subject lands;		
<input checked="" type="checkbox"/> Natural and artificial features located within or adjacent to the subject lands, such as buildings, railways, roads/highways, pipelines, watercourses, drainage ditches, top of banks, wetlands, wooded areas, wells, septic tanks, and parking and docking facilities (if access to the subject lands is by waterway only), or any other features that may affect this application in the opinion of the Registered Owner/Authorized Agent;		
<input checked="" type="checkbox"/> The existing use(s) of adjacent lands (for example, residential, agricultural, or commercial);		
<input type="checkbox"/> The location, width and name any road/highway within or abutting the subject lands, and indicating whether it is an unopened road allowance, a public road, a private road, or a right-of-way; and		
<input type="checkbox"/> The location and nature of any easement affecting the subject lands (if applicable).		
<i>Planning, Building and Development Services Staff may request that additional information be provided in the plans and drawings that accompany this application, based on the scope and nature of the proposal.</i>		

**18. Plans, Reports, and Information Submitted with this Application**

Identify all plans, reports, and information submitted with this application:

No.	Title	Date	Author
1	Planning Justification Report	March 2, 2026	Susan Wheler & Associates
2	Consent Sketch	February 17, 2026	Larocque Group
3	Draft Zoning By-law Amendment	March 9, 2026	Susan Wheler & Associates
4	Zoning By-law Amendment Application	March 9, 2026	Susan Wheler & Associates
5	Consent Application	March 9, 2026	Susan Wheler & Associates
6	Surplus Farm Dwelling Form	March 9, 2026	Susan Wheler & Associates
7	Architectural Drawing Set	December 17, 2025	Andrew Allen Hellwig
8			
9			
10			
11			
12			

**19. Acknowledgement and Agreement of Registered Owner**

I, John & Dorothy Floris & Lynda & Michael Bailey AM THE REGISTERED OWNER OF THE SUBJECT LANDS AND  
(Name of Registered Owner/Company)

I ACKNOWLEDGE AND AGREE that all information requested on this form is collected under the authority of the *Planning Act, R.S.O. 1990, c. P.13, as amended*, and the provisions of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*. The information is required in order to process this application and forms part of the public record which may be published on the Town of Niagara-on-the-Lake website or by other means. The name and business address of the Registered Owner and/or Authorized Agent is public information.

I ACKNOWLEDGE AND AGREE that the Town of Niagara-on-the-Lake, its employees and agents may enter onto my property to view, photograph and survey my property as necessary for this application.

I ACKNOWLEDGE AND AGREE that all costs of processing this application shall be paid for by the Registered Owner. The Registered Owner shall reimburse the Town of Niagara-on-the-Lake, upon demand, for all costs incurred by the Town of Niagara-on-the-Lake in respect of this application. Without limiting the foregoing, the Registered Owner acknowledges and agrees to pay such expenses regardless of whether or not this application is approved or proceeded with and are not refundable. If costs are not paid by the due date imposed by the Town of Niagara-on-the-Lake, the Registered Owner understands and acknowledges that the costs will be added to the tax bill of the subject lands and collected in like manner as property taxes.

*Dorothy Floris*

*John & Dorothy Floris & Lynda & Michael Bailey* March 14, 2026  
(Signature of Registered Owner) (Date)

**20. Authorization of Registered Owner**

If this application is being submitted by an Authorized Agent, the Registered Owner of the subject lands must complete this section. If there is more than one Registered Owner, a separate authorization from each individual or corporation is required. An additional copy of this page must be attached for each Registered Owner.

I, John & Dorothy Floris & Lynda & Michael Bailey AM THE REGISTERED OWNER OF THE SUBJECT LANDS  
(Name of Registered Owner/Company)

AND HEREBY AUTHORIZE Susan Wheler, Susan Wheler + Associates  
(Name of Authorized Agent/Company)

TO SUBMIT THIS APPLICATION to the Town of Niagara-on-the-Lake, appear on my behalf at any hearing(s) of this application, and provide any information or material required by the Town of Niagara-on-the-Lake relevant to this application.

I UNDERSTAND that all information requested on this form is collected under the authority of the *Planning Act, R.S.O. 1990, c. P.13, as amended*, and the provisions of the *Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. M.56*. The information is required in order to process this application and forms part of the public record which may be published on the Town of Niagara-on-the-Lake website or by other means. The name and business address of the Registered Owner and/or Authorized Agent is public information.

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*Dorothy Floris*

*John & Dorothy Floris & Lynda & Michael Bailey* March 14, 2026  
(Signature of Registered Owner) (Date)

### 21. Sworn Declaration

I, Susan Wheler, Susan Wheler + Associates OF THE Town of Niagara-on-the-Lake  
(Name of Registered Owner/Company or Authorized Agent/Company) (Name of City, Town, Township, etc.)

IN THE Region of Niagara  
(Name of Regional Municipality or Province)

DO SOLEMNLY DECLARE that the information contained in this application and that the information contained in the documents that accompany this application is true and complete.

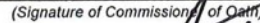
Declared before me in Town of NOTL in the Niagara Region  
(Name of City, Town, Township, etc.) (Name of Regional Municipality or Province)

on this 19 day of March, 2026.  
(Month) (Year)

**Natalie Elora Thomson, a Commissioner, etc.,  
Province of Ontario, for the Corporation of the  
Town of Niagara-on-the-Lake.**

Expires April 25, 2027.

  
(Signature of Registered Owner/Authorized Agent)

  
(Signature of Commissioner of Oath)

#### THIS APPLICATION MUST BE SUBMITTED TO:

Town of Niagara-on-the-Lake  
Planning, Building and Development Services  
1593 Four Mile Creek Road  
PO Box 100  
Virgil, ON L0S 1T0

Phone: (905) 468-3266  
Fax: (905) 468-0301  
Website: [www.notl.org](http://www.notl.org)