

A G E N D A

THE TENTH MEETING OF THE COMMITTEE OF ADJUSTMENT OF THE CITY OF ST. THOMAS 2026

VIA ZOOM/ROOM # 304

10:00 A.M.

AUGUST 27th, 2026

DISCLOSURE OF INTEREST

MINUTES

Confirmation of the minutes of the meeting held on August 13, 2026.

HEARING OF APPLICATIONS

A12-26 – 40979 Major Line **Pages 2-68**

Planning Report – A12-26 **Pages 69-76**

A13-26 – 57 Walnut Street **Pages 77-133**

Planning Report – A13-26 **Pages 134-142**

A14-26 – 300 Elm Street **Pages 143-159**

Planning Report – A14-26 **Pages 160-168**

NEW BUSINESS

Next Meeting

September 24, 2026

ADJOURNMENT

CONFIRMATION OF AN APPLICATION FOR MINOR VARIANCE

July 23, 2026

Secretary-Treasurer, Committee of Adjustment
Attention: Sherry Steadman

Pursuant to By-Law 30-2015, a consultation meeting was held on June 4, 2026, with City staff and the applicant.

An application for a minor variance, regarding 40979 Major Line was filed on July 23, 2026, and the required fee under Section 69 of the Planning Act has been provided.

Please contact the Planning & Building Services Department if you have any questions.

Regards,



Michelle Knieriem, MCIP, RPP
Manager of Planning Services



Clear Form

CORPORATION OF THE CITY OF ST THOMAS

COMMITTEE OF ADJUSTMENT

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

(Section 45 of the Planning Act, RSO, 1990, as amended)

OFFICE USE:	Date Application Received: <u>July 23 2026</u>	Consultation Date: <u>June 4 2026</u>
	Date Application Deemed Complete: <u>July 24 2026</u>	

Application #: A12-2026

APPLICATION IS HEREBY MADE TO:

City of St. Thomas **Committee of Adjustment August 27 2026**
 545 Talbot Street
 St. Thomas ON N5P 3V7
 Tel: (519) 631-1680 ext 4138 Fax: (519) 633-9019
 Email: ssteadman@stthomas.ca

Please note that in accordance with By-Law 30-2015, consultation with the Planning and Building Services Department must take place prior to the submission of an application. After consultation, the application will be filed with the Assistant Secretary-Treasurer, together with the sketch referred to in Note 1 and \$900 made payable to the City of St. Thomas. All information and materials submitted for the application shall be made available to the public, as indicated by Section 1.0.1 of the Planning Act, R.S.O. 1990.

Personal information contained on this form is collected under the authority of the Planning Act, R.S.O. 1990, as amended, and Ontario Regulation 200/96 and will be used for the purpose of processing this application.

1. Name of Owner(s) Joely Neufeld
 Address 40979 Major Line
St. Thomas Ont.
 Postal Code N5P 3T2 Tel: 519 2807643 e-mail: pjvan-neufeld@yahoo.com

2. Name of Authorized Agent (if any) _____
 Address _____

 Postal Code _____ Tel: _____ e-mail: _____

Note: Please specify to whom all communications should be sent: Owner ☒ Agent ☐

3. Nature and extent of relief from the Zoning By-law applied for:

- change of existing garage to dwelling house
- addition of out building (see attached description)

4. Reason why the proposed use cannot comply with the provisions of the Zoning By-law:

Additional residential unit is for aging parent. New garage for storage.

5. Location of Land:

Concession No. R#7 Lot(s) 41st 45 Registered Plan No. 11R10761 Lot(s) _____

Reference Plan No. _____ Part(s) Part 1

Geographic/Former Township Southwold Con Nbre

Name of Street Major Line Street No. 40979

6. Dimensions of land affected: see attached site plan.

Frontage _____ Depth _____

Area _____ Width of Street _____

7. Access to the subject land is by:

- ☐ a Regional Road
 ☐ a private road
☒ a Municipal road that is maintained all year
☐ a Municipal road that is maintained seasonally

8. Particulars of all buildings and structures on or proposed for the subject land (Specify ground floor area, gross floor area, number of storeys, width, length, height). Please specify use of existing structures.

Existing:

existing garage is 131 sq ft

USE ~~is~~ is a detached 2 door garage presently

Proposed:

would like to change into a living space/granny flat dwelling.

9. Location of all buildings and structures on or proposed for the subject land (Specify distance from side, rear and front lot lines). Please specify use of proposed structure.

Existing:

~~vacant land~~ house & garage.

Proposed:

would like to build out building/pole barn to house tools/lawn tractor etc. & convert existing garage into granny flat.

USE

10. Date of acquisition of subject land: 2016.

11. Date of construction of all buildings and structures on subject land: A.S.A.P.
with approval.

12. Existing uses of the subject land:

no use presently. (parking mostly)

13. Existing uses of abutting lands: woodlot
 North: _____ East: _____
 South: _____ West: _____
14. Length of time the existing uses of the subject land have continued:
1988
15. Services available (check appropriate space or spaces):
Water:
☐ Municipally owned and operated piped water system Other (Specify) drilled well
Sewage Disposal:
☐ Municipally owned and operated sanitary sewer system Other (Specify) septic
Storm Drainage
☐ Storm sewers Other (Specify) _____
16. Present Official Plan designation of the subject land:
Residential.
17. Present Zoning of the subject land:
Res Farm
18. Has the owner previously applied for relief (minor variance) under Section 45 of the Act in respect of the subject property?
 yes ☐ no ☒
 If the answer is yes, describe briefly (and if known, quote Application #)

19. Is the subject property the subject of a current application for a consent under Section 53 or a plan of subdivision under Section 51 of the Planning Act, 1990?
 yes ☐ no ☒ If so, state Application # and status _____

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Planning Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (**Appendix A**). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. In accordance with that Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I Joely Newfeld, the Owner or Authorized Agent, hereby agree and acknowledge
(Print name of Owner or Authorized Agent)

that the information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

Personal information on this form is collected under the authority of Section 41 of the *Planning Act*, R.S.O. 1990 and Sections 8 (1) and 10 of the *Municipal Act*, 2001, as amended, and will be used to contact the owner, applicant and/or agent regarding the Committee of Adjustment Application. Questions about this collection should be directed to the City Clerk, 545 Talbot Street, St. Thomas, Ontario, N5P 2T9 (519) 631-1680.

AFFIDAVIT OR SWORN DECLARATION

I, Joely Newfeld of St. Thomas in the province of Ontario,
name of applicant City

make oath and say (or solemnly declare) that the information required under Schedule 1 of Ontario Regulation 545/06 and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the St. Thomas on this 23 day of July, 2026.
City Day Month Year

Joely Newfeld
Signature of Owner or Authorized Agent

July 23/26
Date

Lucretia Perry
Signature of Commissioner of Oaths, etc.

July 23/26
Date

APPENDIX A – AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, _____, am the owner of the subject lands, and I authorize _____, to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

Date

Signature of Owner

APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, Joely Neufeld, am the owner of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

July 14, 2026
Date

Joely Helena Neufeld
Signature of Owner

NOTES:

1. Each copy of this application must be accompanied by a Sketch. The Sketch need not necessarily be to scale, but dimensions must be accurate, and showing the following:
 - (a) The boundaries and dimensions of the subject land;
 - (b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines;
 - (c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, driveways, swimming pools, roads, railways, drainage ditches, wells, septic tank and tile bed, and trees;
 - (d) The current uses on land that is adjacent to the subject land;
 - (e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;
 - (f) If access to the subject land is by water only, the location of the parking and docking facilities to be used;
 - (g) The location and nature of any restrictive covenant or easement affecting the subject land;
2. The Committee of Adjustment may require that a preliminary drawing be prepared, signed and dated by an Ontario Land Surveyor.
3. If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application. If the applicant is a corporation acting without agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

Background:

Minor Variance Application No. COA12-2026 has been submitted to permit the conversion of an existing detached garage into an additional residential unit (ARU) and the construction of a new detached garage measuring 9.14m x 12.19m (30ft x 40ft) on the subject lands, as shown on the plans submitted with the application.

Requested Variances:

- (i) To permit an additional residential unit on private services (septic/well), whereas Subsection 4.2.11.3(d) and 5.5.17(d)(i) of the Zoning By-law provides that an additional residential unit shall not be permitted unless full municipal sanitary services and municipal piped water services are available to service the additional residential unit.
- (ii) To permit the conversion of an existing detached accessory building (garage) into an additional residential unit, notwithstanding that the existing accessory building is located in the front yard, whereas Subsection 4.2.11.4(b) of the Zoning By-law permits an additional residential unit only within an accessory building located in the rear yard or interior side yard.
- (iii) To permit a new detached accessory building (garage) in the front yard, whereas Subsection 4.2.4.3 of the Zoning By-law provides that no accessory building shall be erected or used between a main building wall and any required front yard except that a garage attached to a dwelling may be erected and used between any main building wall opposite the front lot line and its extensions and any required front yard.
- (iv) To permit a new detached accessory building (garage) with a maximum height of 4.28m, whereas Subsection 4.2.4.8 of the Zoning By-law provides that no accessory building shall exceed 4m in height.
- (v) To permit a new detached accessory building (garage) with a floor area of 112sqm, whereas Table 1 to Subsection 5.4, Column No. (2), Item No. 6 of the Zoning By-law provides that the maximum floor area of an enclosed accessory building is 67sqm.

101
Garden

1/4

10

SHED

wee
Red

EMER
EXT

Pool

well
Garden

HOUSE
40' x 70' Major Line.
Pool

Scenic

Fence

DOG
RANGL

20' FT

12' FT

DETACHED
GARAGE/
POTENTIAL
SEAWAY FLAT

29.24' FT

25' FT

20' FT

300' FT FROM DITCH

From
Road
24' FT from Rd

Pole Barn
SHOP

40' FT

30' FT

BUSH

BUSH

Bush

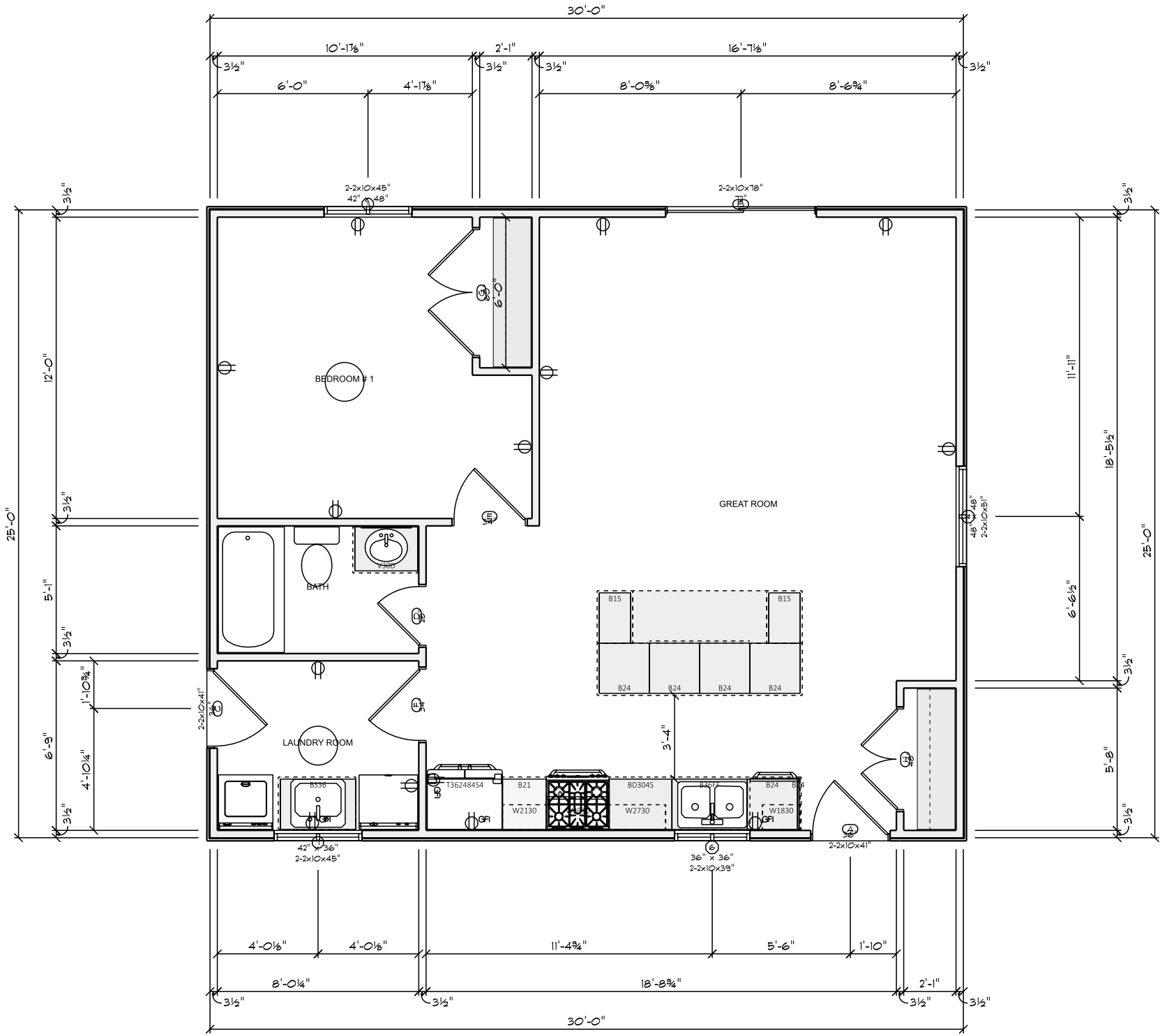
SUNSET

ROAD

VACANT LOT

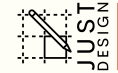
Major Line

BUSH



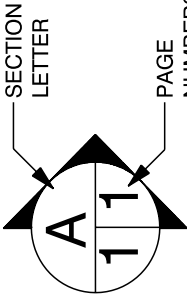
MAIN FLOOR

SCALE: 3/16" = 1'-0"



JUST Design

351 Vesta Rd.
London
ON
N5Y 1E9
PHONE: 519-630-4475
FAX:
MOBILE: geoff@justdesign.ca



Major Line

PHONE:
MOBILE:

A1

DRAWN BY:

SCALE: 3/16" = 1'-0"

DATE: May 25, 2026

PAGE:

1/1

Issues Scoping Report
40979 Major Line
St. Thomas
Elgin County

July 2026

1.0 INTRODUCTION

This Issues Scoping Report (ISR) was prepared for Joley Neufeld (the proponent) relating to the property at 40979 Major Line, St. Thomas, ON. See Figure 1 & 2 for the general site location.

This work program is triggered by municipal and provincial requirements related to the proposed construction of a 30x40 ft accessory building on or within 120 m of lands designated Natural Heritage on Schedule "A" – Land Use Plan of the City of St. Thomas Official Plan (Figure 3). Schedule "A" – Land Use and Schedule "E" – Special Development Area (Figure 4) identify Significant Woodland on the subject property extending beyond the property boundaries to the west, east and south.

The proposed development consists of the construction of a new accessory building (shop) within the existing disturbed residential yard associated with the dwelling. Although the proposed building is located beneath the existing woodland canopy and within the mapped Significant Woodland, it will be situated entirely within a long-established maintained residential area and will not require the removal of any trees or woodland vegetation.

Vroom + Associates completed a site investigation on June 15, 2026 to assess existing ecological conditions and evaluate the proposed site alteration in relation to applicable municipal natural heritage policies. In addition, Vroom + Associates (formerly Vroom + Leonard) previously completed ecological surveys of the surrounding Significant Woodland in 2020 and 2023 for other related projects, providing additional background information for this assessment.

This issues summary report (ISR) has been prepared for a submission to the City of St. Thomas for circulation to any other related parties, as required.

This Issues Scoping Report provides the baseline context, identifies potential impacts, and outlines mitigation measures.

The City of St. Thomas Official Plan (OP), Section 8.3.4.1, states that:

"The ISR shall include recommendations on the following options for further action:

- i) Proceed to a full or scoped EIS, the details for which shall be summarized in a Terms of Reference for the EIS.
- ii) In areas where there is existing development, whether a full or scoped EIS is warranted or if development and/or site alteration may proceed."

Based on the findings of this Issues Scoping Report and the intent of Section 8.3.4.1 of the City of St. Thomas Official Plan, it is our opinion that a scoped or full Environmental Impact Study

(EIS) is not warranted because the proposed development is able to be confined to an existing disturbed residential area, requires no tree or vegetation removal, and is not anticipated to result in adverse impacts to the adjacent Significant Woodland or its ecological functions.

1.1 Property and Development Description

The subject lands consists of an existing rural residential lot situated within a large tableland woodland. The existing dwelling, driveway, landscaped yard, and associated residential uses occupy a long-established disturbed residential envelope situated beneath portions of the existing woodland canopy. Based on the City of St. Thomas Official Plan natural heritage mapping, the surrounding woodland is identified as Significant Woodland.

The proposed development consists of the construction of a new accessory building (shop) within the existing maintained residential clearing. No trees or woodland vegetation will be removed to accommodate the proposed building. A Tree Protection Zone (TPZ) assessment was completed for adjacent trees calculating TPZs and additional mitigation measures to provide tree protection pre and post construction (See Section 4). The structure has been positioned to utilize an existing disturbed area within the residential yard while minimizing encroachment into calculated Tree Protection Zones.

As previously noted, the Significant Woodland extends beyond the subject property to the east, south and west and continues throughout the surrounding landscape. Within the 120 m study area, the woodland occupies approximately 7 ha and forms part of a much larger contiguous woodland complex. Vegetation communities and woodland characteristics are discussed further in Section 3.2.

1.3 Planning Considerations

1.3.1 Federal Considerations

The Department of Fisheries and Oceans Canada (DFO) is responsible for conserving, managing, and protecting fish and fish habitats. DFO is given the Authority to achieve this under the federal Fisheries Act 2019. As defined in the Fisheries Act 2019, fish habitat is “water frequented by fish and any other areas on which fish depend directly or indirectly to carry out their life processes, including spawning grounds and nursery, rearing, food supply, and migration.”

According to the current Department of Fisheries and Oceans (DFO) mapping, the nearest fish-bearing watercourse is Kettle Creek, located > 200 m southeast of the subject lands and beyond the 120 m study area. As no aquatic habitat or fish habitat occurs on or adjacent to the site, a fisheries assessment and DFO Request for Review are not anticipated. See Figure 5.

In addition, migratory birds are protected under the *Migratory Birds Convention Act, 1994* (MBCA). The proposed development does not require tree removal or vegetation clearing and therefore is not anticipated to affect nesting habitat. Should construction occur during the

nesting bird season (generally April 1 to August 31), the proponent shall ensure compliance with the MBCA by confirming that no active nests are disturbed.

1.3.2 Provincial Considerations

The Provincial Planning Statement (PPS) 2024 states that "Natural Heritage features and areas shall be protected for the long term" (PPS, 2024, 4.1). Additionally, Section 4.1 states that "The diversity and connectivity of natural features in an area, and the long-term ecological function and biodiversity of natural heritage systems, should be maintained, restored or, where possible, improved, recognizing linkages between and among natural heritage features and areas, surface water features and groundwater features."

Several stipulations are outlined by the Provincial Planning Statement (PPS, 2024) regarding development within Natural Heritage features and their adjacent lands. The PPS defines seven natural heritage features where development and site alteration are not permitted in or within 120 m unless it has been demonstrated that there will be no negative impacts on the natural heritage features or their ecological functions. These seven natural heritage features and their applicability to the previous development as well as proposed vegetation removal and land use include:

Table 1: PPS Natural Heritage Features & Future Site Alteration

Significant Wetland and Significant Coastal Wetlands	Not Present
Significant Woodlands	Present on-site and within the adjacent lands
Significant Valleylands	Not Present
Significant Wildlife Habitat (SWH)	Assessed in this report
Significant area of natural and scientific interest (ANSI's)	Not Present
Fish Habitat	Not Present
Habitat of endangered or threatened species	Assessed in this report

This report has been prepared with consideration of the Provincial Planning Statement (2024), the Natural Heritage Reference Manual, and the Ecological Land Classification for Southern Ontario 1998 & 2008.

Species at Risk are now regulated under the Species Conservation Act, 2025 (SCA), administered by the Ministry of the Environment, Conservation and Parks (MECP). Projects must

be assessed to determine whether they may affect protected species or habitat and, where applicable, proponents are required to register activities or obtain authorization in accordance with the Act. Species at Risk considerations relevant to the proposed development are discussed later in this report.

Several bat species occurring in southern Ontario, including Little Brown Myotis (*Myotis lucifugus*), Northern Myotis (*Myotis septentrionalis*), and Tri-colored Bat (*Perimyotis subflavus*), are protected under Ontario's Species Conservation Act, 2025 (SCA). Mature deciduous woodlands may provide suitable maternity roosting habitat for these species. The proposed development has therefore been reviewed with consideration for potential bat habitat; however, as the proposed accessory building is located entirely within an existing maintained residential clearing and does not require tree removal or disturbance to the adjacent woodland, impacts to potential bat habitat are not anticipated.

1.3.3 Municipal Considerations

The proposed development requires an Issues Scoping Report in accordance with Section 8.3.4.1 of the City of St. Thomas Official Plan, as the proposed accessory building is located within the adjacent lands of a Significant Woodland.

Section 8.3.4.1 identifies the minimum content requirements for an Issues Scoping Report and outlines when a subsequent Environmental Impact Study (EIS) may be required.

An Issues Scoping Report shall include the following:

- _ Location map;
- _ Description of the natural area potentially being affected;
- _ Background information of the site and adjacent lands;
- _ Relevant municipal or agency requirements;
- _ Identification of potential issues and ecological linkages, natural processes and study area boundaries;
- _ Potential cumulative effects of development;
- _ Determination of information needs and availability of information; and
- _ Determination of the nature and extent of additional information or studies that may be needed.

1.3.4 Conservation Authority Planning Considerations

The subject property is located within the jurisdiction of the Kettle Creek Conservation Authority (KCCA). KCCA regulates development and site alteration within areas identified under Ontario Regulation 41/24 (*Prohibited Activities, Exemptions and Permits*), including wetlands, watercourses, valleylands, flood hazards, erosion hazards, and other regulated natural hazard features.

Based on available mapping and the June 15, 2026 site investigation, no regulated natural hazard features occur on the subject property or within the proposed development area. The proposed accessory building is located entirely within an existing residential clearing on tableland and will not result in impacts to any features regulated by KCCA.

Accordingly, a permit from the Kettle Creek Conservation Authority is not anticipated to be required.

2.0 ABIOTIC ATTRIBUTES

According to the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) AgMaps database and the Soils of Elgin County (Volume 1 & 2), the soils on-site are composed of imperfectly drained Gobels soils.

The MECP Source Protection Information Atlas indicates that the subject property is not located within a Wellhead Protection Area, Intake Protection Zone, Significant Groundwater Recharge Area, Highly Vulnerable Aquifer, or other source water protection area.

Ontario Well Records indicate groundwater was encountered at approximately 74 m below grade and consists of loam over sand and clay.

Topography on-site is relatively flat with grades typically +/-2%. There are no valleylands or erosion concerns on-site.

No permanent watercourses or mapped hydrologic features occur on the subject property or within the 120 m study area. Portions of the adjacent woodland beyond the subject lands, contain seasonal sloughs associated with hummock-hollow microtopography that provide localized surface water storage and contribute to woodland ecological function. As the proposed development is confined to the existing residential clearing, no grading or filling is proposed within these areas, and no impacts are anticipated.

3.0 BIOTIC CONSIDERATIONS

Given the history of ecological assessment within this woodland, the current study draws on multiple years of survey data. Initial surveys were completed in 2020, and extensive floral and faunal inventories, including comprehensive species lists, were prepared by Paul O'Hara and James Holdsworth. Most recently, in 2023, Paige Vroom and Dave Jolly (Earthquest Canada) conducted follow-up site visits on the property to the west and again on the subject lands in 2026 to confirm species presence/absence and to verify the likelihood of occurrences identified in the 2020 surveys of adjacent lands.

3.1 Flora

3.1.1 Floral Database Screening

An NHIC 1km² database search identified two floral Species at Risk (SAR) and rare species recorded in the past in the general area. These include Eastern False Rue-anemone [COSSARO: THR] and Green Dragon [COSSARO: SC]. Surveys will target these species, among others anticipated in the vegetation communities in the study area.

Table 2: Floral SAR known to occur in the general area and their habitat preference

Species	Status	Habitat Description
Eastern Rue False Anemone	[COSEWIC: THR / COSSARO: THR]	Successful growth in deciduous forests and thickets with moist, rich soil, often in valleys, floodplains, and ravine bottoms. Typically is found near watercourses within mature forests. These forests contain plenty of maple and beech trees. Partial sun or somewhat shady conditions are preferred.
Green Dragon	[COSEWIC: SC / COSSARO: SC]	Growth occurs in wet or partially wet deciduous forests found along streams. These forests consist of maple or are dominated by Red Ash and White Elm trees.

3.1.2 Background information of the site and adjacent lands

Thorough surveys completed in 2017, 2020, and 2023 documented no evidence of the noted species within the on-site woodland or the adjacent feature. Both species are typically associated with riparian zones. Given the 1 km² NHIC grid square includes Dodd's Creek to the south, suitable habitat would be expected within that riparian corridor rather than within the subject lands or the 120 m study area.

The greater woodland was classified as FOD6-5 Fresh-Moist Sugar Maple–Hardwood Deciduous Forest under the Ecological Land Classification (ELC) system, shown in Figure 7. Previous investigations documented a mature deciduous woodland with a diverse canopy dominated by Sugar Maple, Basswood, Black Walnut, White Ash, oaks and hickories, together with a well-developed shrub and ground layer supporting numerous native woodland species. Seasonal sloughs associated with hummock-hollow topography occur within portions of the woodland.

The FOD6-5 contained 103 species, 17% were non-native, the mean CC=3.8, and eight regionally rare species were recorded. The woodland exhibited evidence of past logging, and a series of trails has been created within it.

The sub-canopy and shrub layer includes Ironwood, Blue Beech, Chokecherry, Nannyberry, and Spicebush, with common invasive species such as European Buckthorn, Multiflora Rose, European Privet (*Ligustrum vulgare*), White Mulberry, and non-native Honeysuckles.

The ground flora was noted as rich, with dozens of moist-woodland wildflowers, sedges, grasses, and ferns, including eight regionally rare species. Two potential Butternut (END) hybrids were observed in 2020 surveys, along with two populations of Stalked Water-horehound (*Lycopus rubellus*, S3 – provincially rare). 2020 species locations are provided in Figure 7. Importantly, all rare plant occurrences are located outside the proposed development area and >100 m away from the subject lands; therefore will not be affected by the proposed accessory building.

On-site investigations in 2023 confirmed that the overall woodland community remains consistent with the 2020 description. The interior portions of the FOD6-5 stand continue to support a mature, diverse canopy and rich ground flora, while the woodland edge adjacent to the proposed development has been more heavily disturbed and now exhibits reduced species diversity.

3.1.3 Tree Protection Inventory

A Tree Protection Zone (TPZ) assessment was completed for all trees adjacent to the proposed building footprint in accordance with ISA and municipal tree protection guidelines. The assessment determined the required protection distances for retained trees and informed refinement of the proposed building footprint to minimize root disturbance. The calculated TPZs and anticipated encroachments are summarized in Table 3 and illustrated on Figure 6.

Table 3: Trees with Tree Protection Zone Encroachment

Tree ID	Species	DBH (cm)	Calculated TPZ (m)	Crown Vigor	Hazard Potential	TPZ Encroachment (m ²)
T1	American Beech (<i>Fagus grandifolia</i>)	29.4	3.5	Good	Some exposed roots at the base, recommend building up soil around roots to preserve them	5.5
T2	Sugar Maple (<i>Acer saccharum</i>)	48.6	5.8	Good	Lower branch on west potential hazard, recommend trimming via an arborist cut	12.7

T3	Shagbark Hickory (<i>Carya ovata</i>)	38.8	4.6	Good	None	0
T4	Sugar Maple (<i>Acer saccharum</i>)	38.2	4.6	Good	None	11
T5	Sugar Maple (<i>Acer saccharum</i>)	56.6	6.8	Good	Dripline extends over development footprint	32
T6	White Spruce (<i>Picea glauca</i>)	15.9	1.9	Good	None	0
Total						61.2 m²

3.3 Fauna

Faunal Database Screening

An NHIC 1km² database search identified American Burying Beetle [COSSARO: EXP] and Eastern Wood-pewee [COSSARO: SC] had been discovered in the general area.

Table 4: Faunal SAR known to occur in the general area and their habitat preference

Species	Status	Habitat Description
Eastern Wood-pewee	[COSEWIC: SC / COSSARO: SC]	Inhabits the mid-canopy layer of forest clearings as well as edges of deciduous and mixed forests. Is found to be most abundant in forest stands intermediate in age with little understory vegetation
American Burying Beetle	[COSEWIC: EXP / COSSARO: EXP]	Gives preference to deciduous forests that are undisturbed, although can be found in many habitat types. They require three main components which consist of soil that a chamber can be dug with enough size for eggs, larvae and carcasses for food with protection from competition.

It is known that the Eastern Wood Pewee is present within the Natural Heritage feature. They were identified within the adjacent woodlands to the east during the 2020 (location shown in Figure 7) and 2023 faunal inventories and noted again in the current 2026 site investigation. This species is a forest interior breeding species, but urban-tolerant and often found in edge habitats in Southern Ontario.

Habitat features

The woodland provides a structurally diverse habitat with mature canopy trees, standing deadwood, coarse woody debris, seasonal sloughs and hummock-hollow microtopography in the woodlands beyond the subject lands. These features contribute to overall woodland biodiversity; however, they occur outside the proposed development footprint.

Linkage and Size

Interior habitat is defined as habitat more than 100 meters from the edge of the woodland (The Natural Heritage Reference Manual 2010) and is recognized as important for area-sensitive species. Based on the size and shape of the woodland on-site and adjacent vegetation, there is no interior habitat in the study area that would support area-sensitive species. Additionally, extensive 2020 survey data did not detect any area-sensitive breeding birds.

Significant Wildlife Habitat

The 2023 and 2026 studies confirmed the presence of Significant Wildlife Habitat (SWH) within the eastern off-site Natural Heritage feature, specifically for Rare Species and Species of Special Concern with observations of Eastern Wood-pewee [SC]. Given this species' preference for forest edges and mid-canopy habitats, it is reasonable to conclude that Eastern Wood-pewee could utilize the entire woodland, including the on-site portion for nesting. In addition, the woodland meets the criteria for candidate SWH for Bat Maternity Colonies, supported by the presence of mature trees with suitable size, age, and cavity potential. For example, there are numerous live Sugar Maples on site which are favored roosting sites for Eastern Red Bat. These findings are consistent with the 2020 investigations, which similarly identified the woodland as providing important natural heritage functions.

As long as the shop remains within the previously cleared, maintained lands, the proposed accessory building will remove minimal habitat. It will not significantly fragment the woodland, or alter ecological functions associated with the identified Significant Wildlife Habitat.

Representativeness

The proposed development envelope consists of a previously disturbed residential area beneath the existing canopy where native understory vegetation has largely been disturbed and replaced through long-term residential use. As a result, the immediate development envelope provides limited ecological value relative to the surrounding mature woodland. The ecological functions and representative vegetation communities of the Significant Woodland will be predominantly retained and unaltered.

Although the proposed building is located beneath the woodland canopy, no trees suitable for bat roosting or nesting habitat will be removed, and the structure will not reduce the availability or connectivity of woodland habitat.

4.0 IMPACT ASSESSMENT & MITIGATION

Again, the proposed development consists of the construction of an accessory building (shop) within the existing disturbed residential area associated with the dwelling. Although the proposed building is located within the mapped Significant Woodland, it is situated beneath the existing canopy within a long-established maintained residential use area. No tree removal or woodland vegetation removal is required.

A Tree Protection Zone (TPZ) assessment was completed for all adjacent trees. The proposed building footprint was refined to minimize intrusion into calculated TPZs while avoiding tree removal. The final design results in approximately 61.2 m² of TPZ encroachment across four (4) adjacent trees (Figure 6).

4.1 Direct Impacts

The proposed development will not result in direct impacts to the Significant Woodland through vegetation removal or habitat loss.

Construction will occur entirely within an existing disturbed residential area beneath the woodland canopy. No trees will be removed, nor any woodland vegetation will be cleared. As such, the proposal will not result in:

- removal of Significant Woodland;
- loss of vegetation communities;
- fragmentation of woodland habitat;
- loss of wildlife habitat;
- loss of interior woodland habitat;
- impacts to seasonal sloughs or woodland hydrology; or
- impacts to Species at Risk habitat.

The only anticipated direct effect is localized soil disturbance associated with foundation excavation within portions of four calculated Tree Protection Zones. This disturbance has been minimized through refinement of the building footprint and can be mitigated through appropriate tree protection measures and construction techniques. Consequently, significant adverse ecological impacts are not anticipated.

4.2 Indirect Impacts

Potential indirect impacts associated with the proposed development are limited to temporary construction activities occurring adjacent to the woodland edge.

Potential indirect impacts include:

- inadvertent root damage during excavation;
- localized soil compaction within portions of adjacent TPZs;

- accidental damage to retained tree trunks or branches;
- temporary construction noise and human disturbance; and
- accidental introduction of construction materials or debris into the woodland.

These impacts are expected to be localized, temporary, and readily mitigated through standard best management practices construction practices.

Given that the surrounding woodland has long existed adjacent to an established rural residence, driveway, lawn, and associated residential activities, the addition of one accessory building within the existing maintained yard is not anticipated to measurably alter existing disturbance levels or ecological functions or disturbance levels.

4.3 Mitigation Measures

A Tree Protection Zone assessment was completed for all trees adjacent to the proposed development (Table 3; Figure 6). The building footprint has been refined to minimize TPZ encroachment while avoiding tree removal. Approximately 61.2 m² of TPZ associated with four (4) trees will be affected by construction activities.

To minimize potential impacts, the following mitigation measures shall be implemented during construction:

- No tree or woodland vegetation removal shall occur.
- Construction activities shall remain within the approved limits of disturbance.
- Tree Protection Zones shall be clearly delineated with sturdy protective fencing prior to the commencement of construction and shall remain in place until all work has been completed.
- No construction materials, equipment, fill, spoil, fuel, or other materials shall be stored within Tree Protection Zones.
- Excavation within TPZs shall be minimized. Where roots are encountered, exploratory excavation shall be completed using hand tools, hydro-vac excavation, or an air spade to locate and preserve significant roots.
- Roots greater than approximately 2 cm in diameter shall be retained where feasible. Where root pruning is necessary, roots shall be cleanly pruned under the direction of a qualified arborist.
- Where practical, low-impact construction methods, such as bridging or tunnelling beneath major roots, shall be employed to reduce root disturbance.
- Disturbed lawn areas shall be restored upon completion of construction.
- Construction debris shall be removed from the site immediately following completion of the works.

In addition to the standard Best Management Practices above, a summary of the retained trees, anticipated TPZ encroachment, and recommended mitigation measures are provided below in Table 5.

Table 5: Summary of Trees Affected by the Proposed Development and Associated Mitigation Measures

Tree ID	Species	DBH (cm)	TPZ Radius (m)	TPZ Encroachment (m ²)	Impact Level	Recommended Mitigation
T1	American Beech (<i>Fagus grandifolia</i>)	29.4	3.5	5.5	Minor root zone encroachment	Install TPZ fencing; exploratory excavation; root pruning as required
T2	Sugar Maple (<i>Acer saccharum</i>)	48.6	5.8	12.7	Minor root zone encroachment	Hydro-vac or hand excavation; TPZ fencing
T4	Sugar Maple (<i>Acer saccharum</i>)	38.2	4.6	11	Moderate root zone encroachment	Install TPZ fencing; exploratory excavation; root pruning as required
T5	Sugar Maple (<i>Acer saccharum</i>)	56.6	6.8	32	Minor root zone encroachment	Install TPZ fencing; exploratory excavation; root pruning as required

The proposed accessory building will utilize a shallow slab-on-grade foundation requiring minimal excavation (approximately 300 mm). This construction method significantly reduces the extent of root disturbance compared to conventional footings or basement foundations. Combined with the limited Tree Protection Zone encroachment, avoidance of tree removal, and implementation of the recommended arboricultural mitigation measures, impacts to retained trees are expected to be localized and not detrimental to their long-term health or stability.

5.0 CONCLUSION

Although the proposed accessory building is located within the mapped Significant Woodland, it is confined to an existing disturbed residential use area beneath the woodland canopy. No tree removal or woodland vegetation removal is required, and the building footprint has been designed to minimize intrusion into calculated Tree Protection Zones. With implementation of

the recommended tree protection measures, the proposal is not anticipated to result in adverse impacts to the Significant Woodland or its ecological functions.

Based on available ecological information, previous woodland surveys, and the findings of the current site investigation, the proposed development is not anticipated to have negative impacts on the adjacent Significant Woodland or its ecological functions.

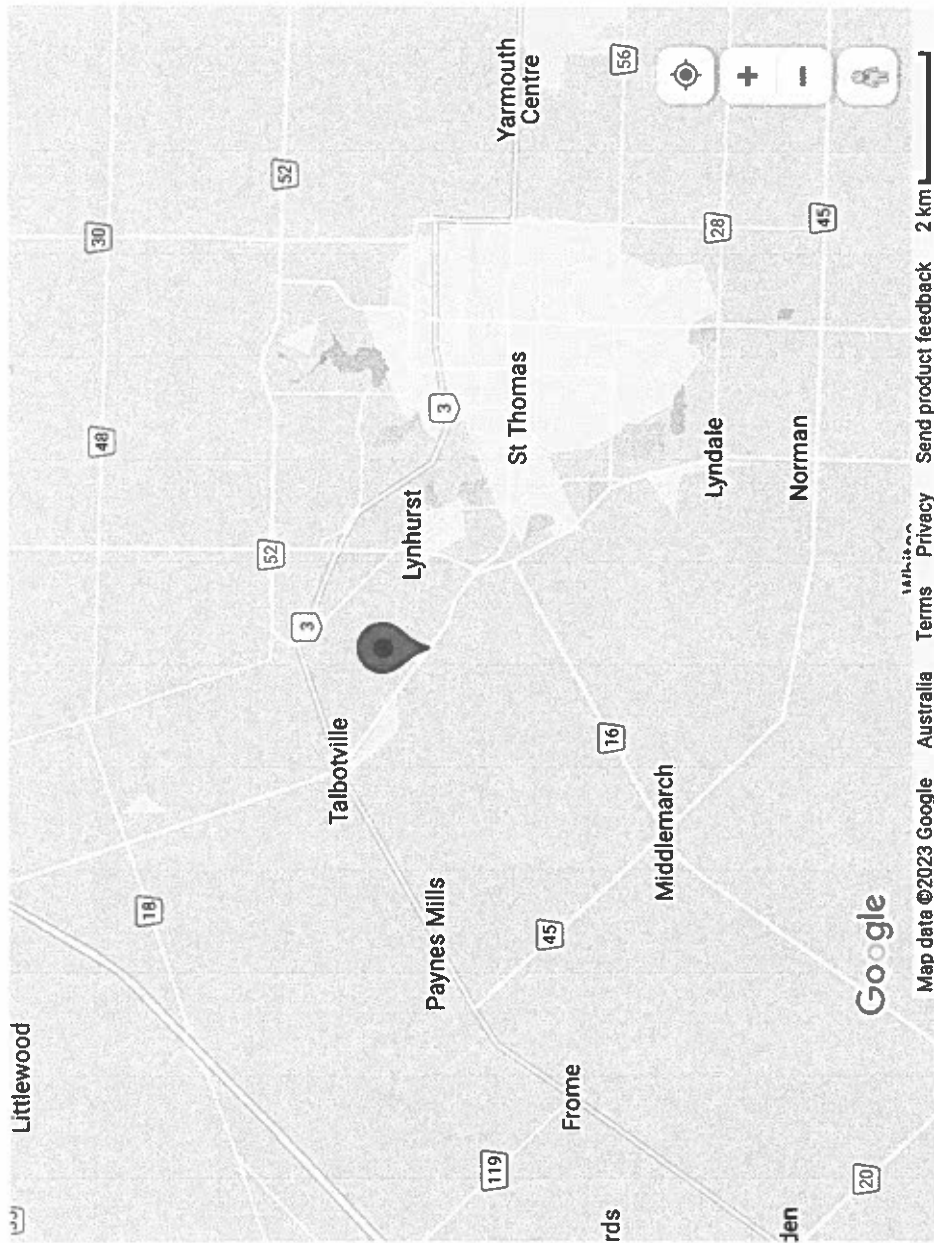
Accordingly, in our opinion, the proposed development satisfies the intent of the Provincial Planning Statement (2024) and the City of St. Thomas Official Plan, and progression to a scoped or full Environmental Impact Study is not warranted.

Paige Vroom, M.Sc.

Paige Vroom

Dave Jolly

Dave Jolly



VROOM + ASSOCIATES
Biologists & Natural Heritage Assessors
Paige Vroom / AISC Aquatic | 519-509-9872 / paigevroom@gmail.com

Figure 1: General Site Location

40979 Major Line, St. Thomas
July 2026

Joley Neufeld **ISR**
Vroom & Associates



Figure 2: Specific Site Location

(Yellow = Study Area, Red = Legal Parcel, Green = Natural Heritage)

VROOM + ASSOCIATES

Biologists & Natural Heritage Assessors

Purge Vroom / MSc. Aquatic | 519-909-9672 / paigevroom@gmail.com

40979 Major Line, St. Thomas
July 2026

Joley Neufeld **ISR**
Vroom & Associates

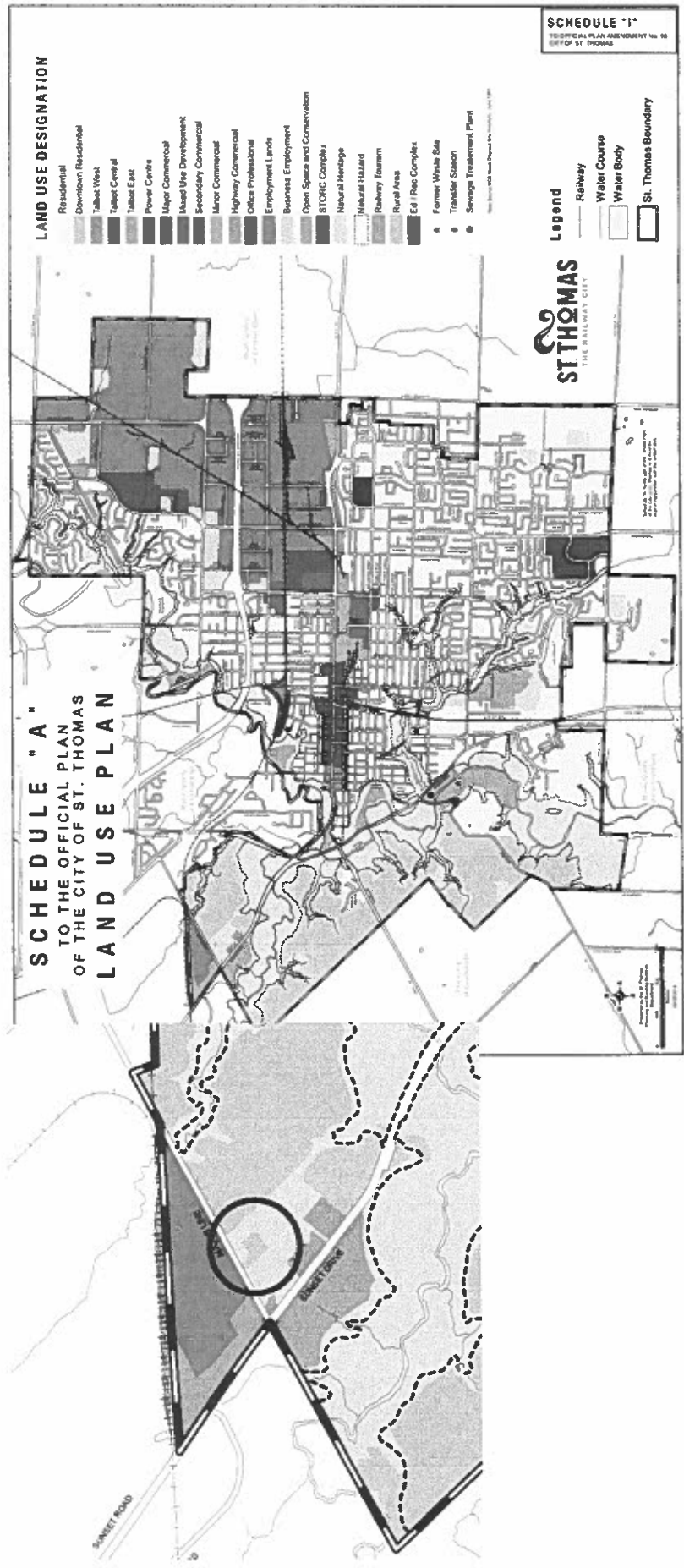


Figure 3: St. Thomas Schedule "A" Land Use Plan

VROOM + ASSOCIATES
Biologists & Natural Heritage Assessors
parque.vroom / MSc. Aquatic | 519-909-9872 / parquevroom@gmail.com

40979 Major Line, St. Thomas
July 2026

Joley Neufeld ISR
Vroom & Associates

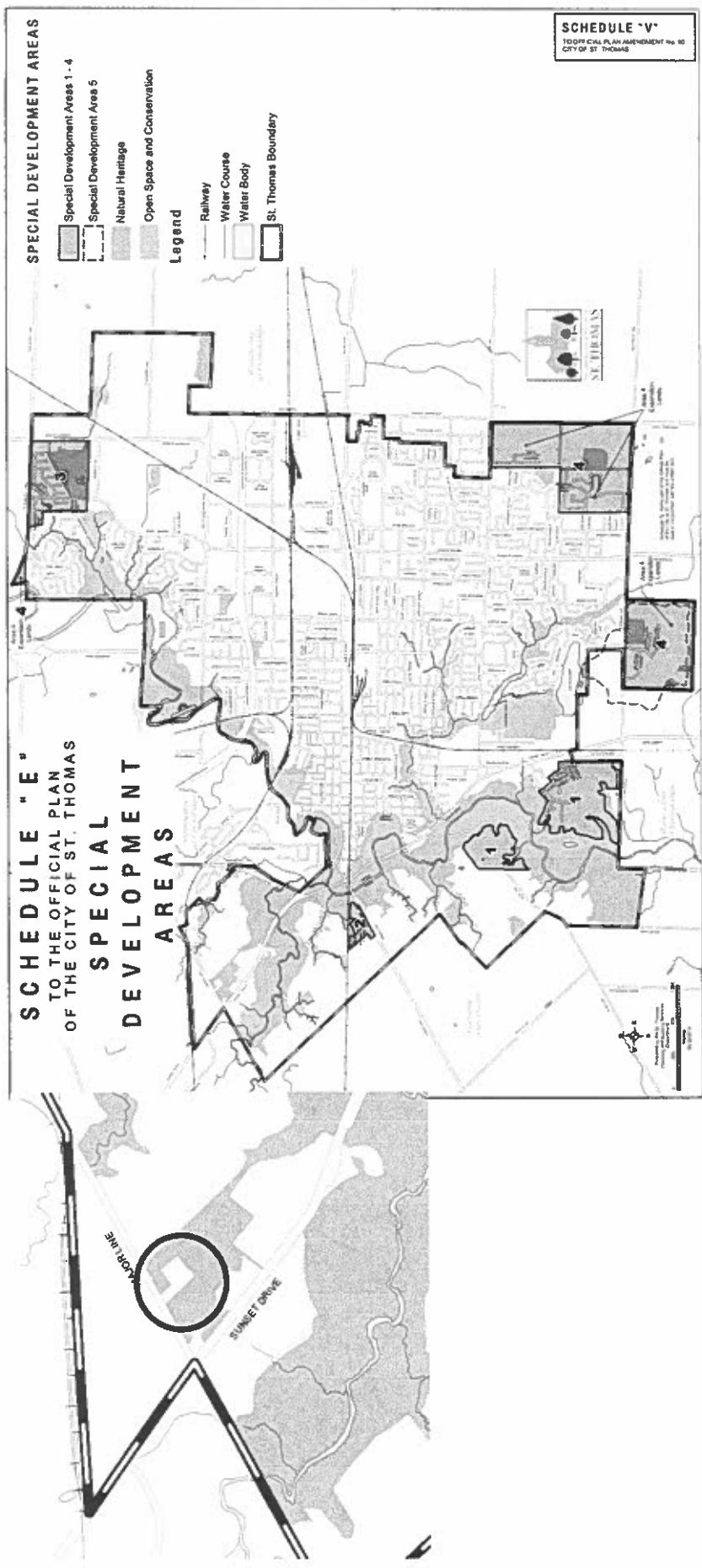


Figure 4: St. Thomas Schedule "E" Special Development Areas

VROOM & ASSOCIATES

Biologists & Natural Heritage Assessors

Paige Vroom / MSc. Aquatic | 519-963-9872 / paigevroom@gmail.com

40979 Major Line, St. Thomas
July 2026

Joley Neufeld **ISR**
Vroom & Associates

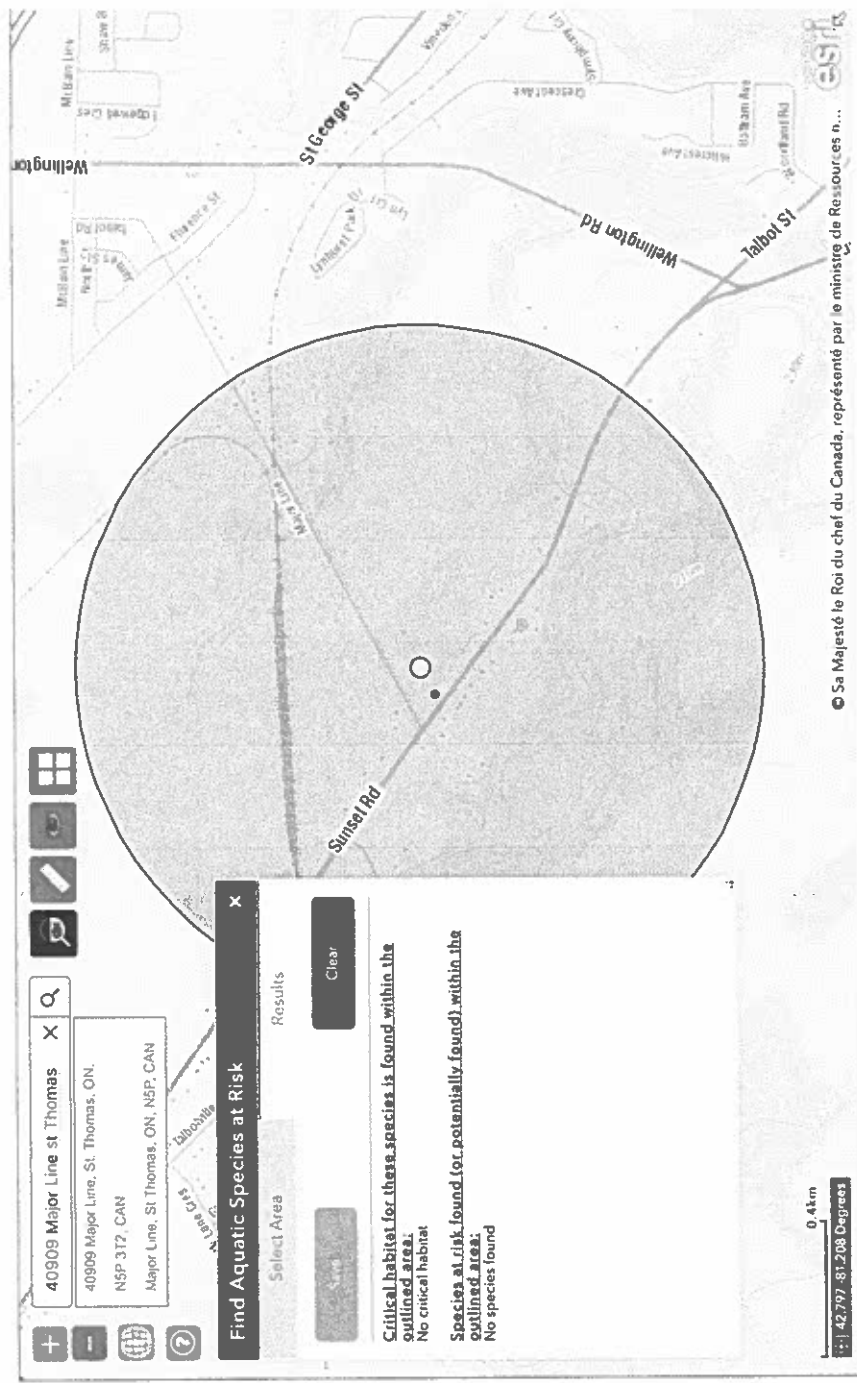


Figure 5: DFO Aquatic SAR Mapping

VROOM + ASSOCIATES

Biologists & Natural Heritage Assessors

Paige Vroom / MSc Aquatic | 519-309-9872 / paigevroom@gmail.com

40979 Major Line, St. Thomas
July 2026

Joley Neufeld ISR
Vroom & Associates

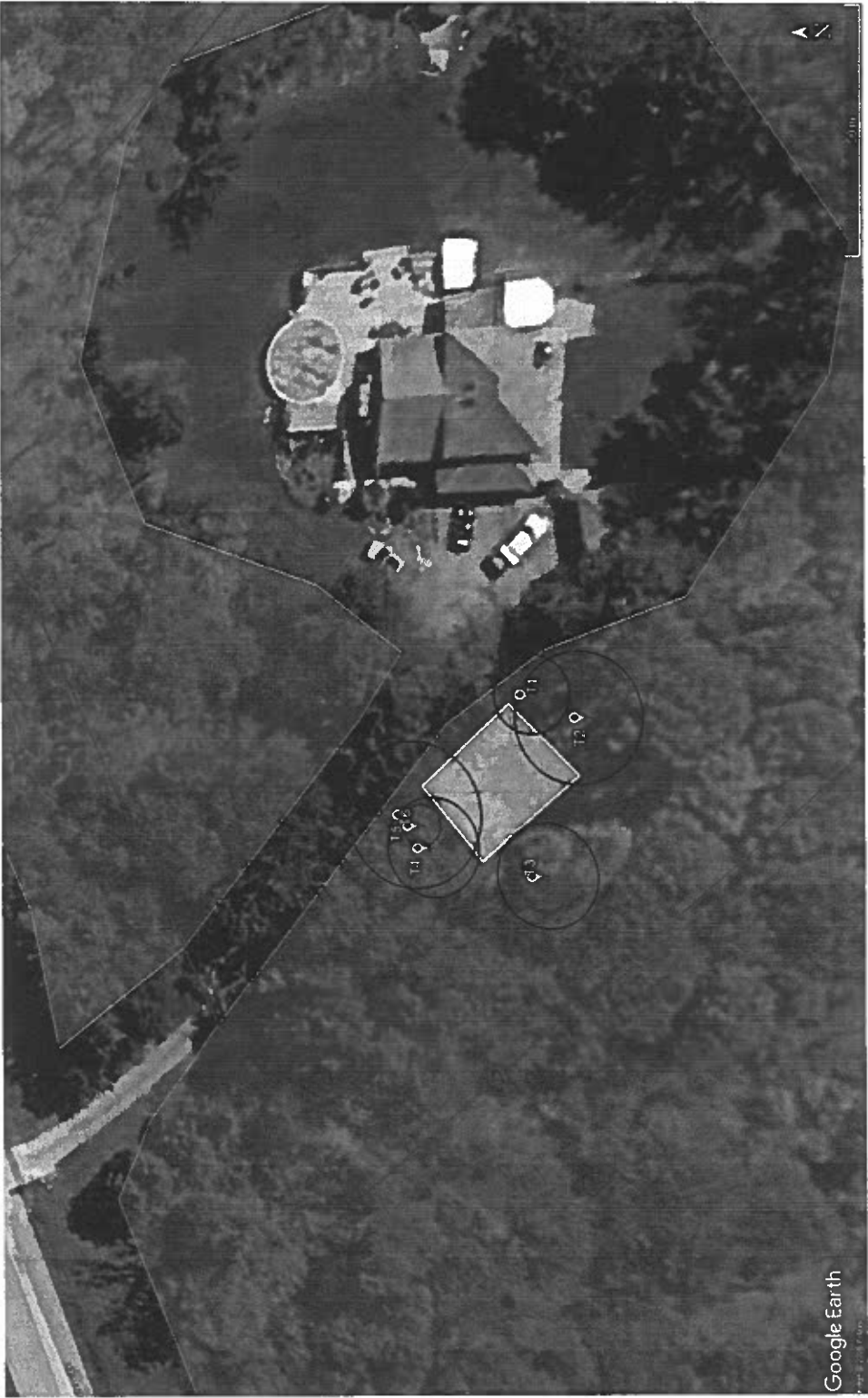


Figure 6: Proposed Site Plan Sketch and Tree Protection Assessment

VROOM + ASSOCIATES

Biologists & Natural Heritage Assessors

Paige Vroom / MSc. Aquatic | 519-909-9672 / paigevroom@gmail.com

40979 Major Line, St. Thomas
July 2026

Joley Neufeld **ISR**
Vroom & Associates

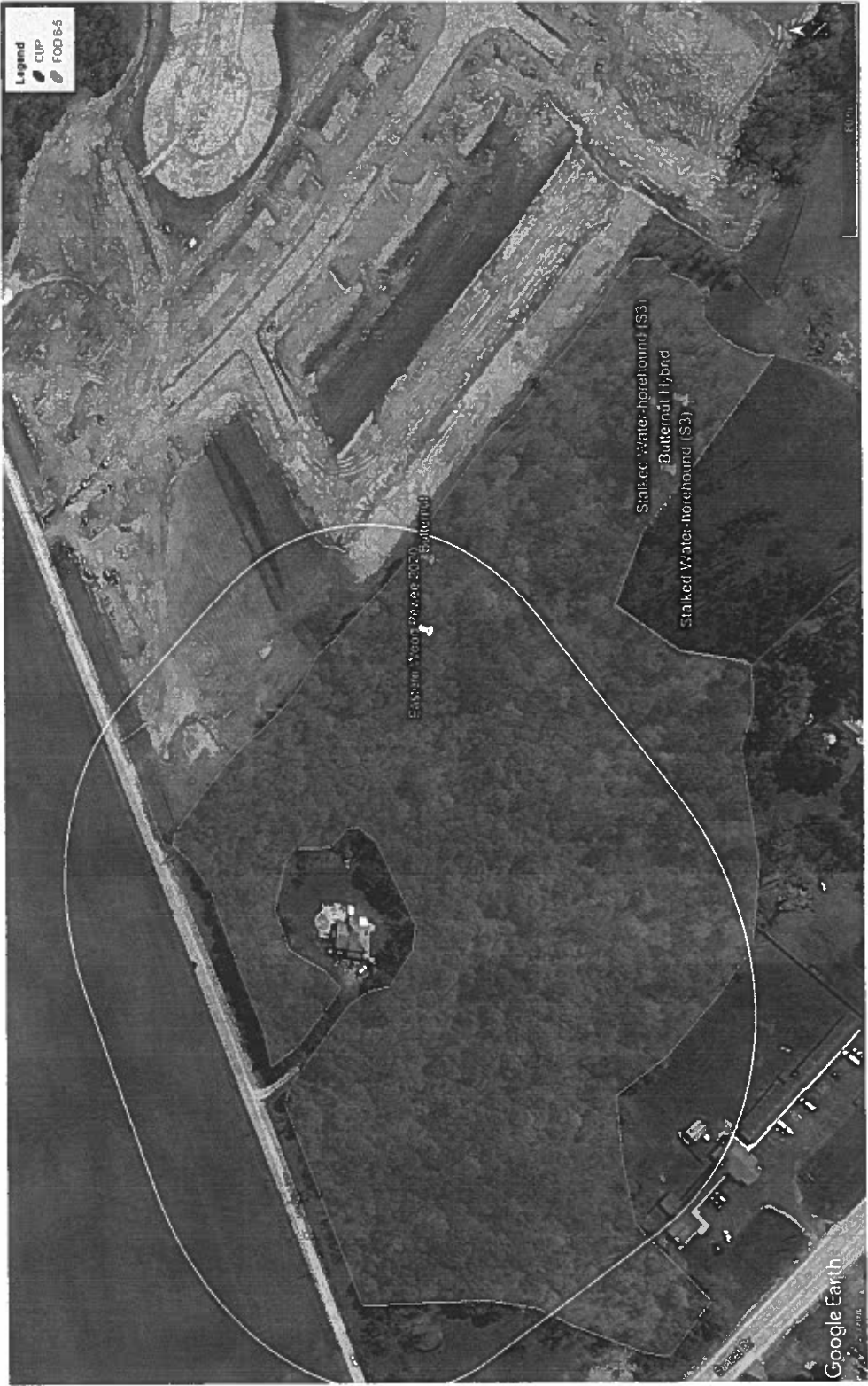


Figure 7: Ecological Land Classification and
Rare Fauna

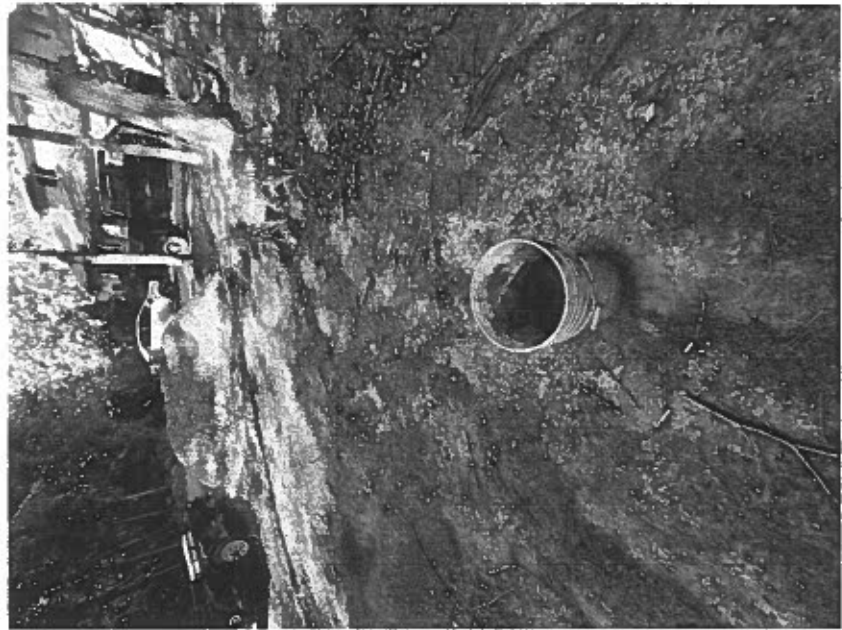
VROOM + ASSOCIATES

Biologists & Natural Heritage Assessors

Paige Vroom / MSc. Aquatic | 519-909-9872 / paigevroom@gmail.com

40979 Major Line, St. Thomas
July 2026

Joley Neufeld **ISR**
Vroom & Associates



VROOM + ASSOCIATES

Biologists & Natural Heritage Assessors

Paige Vroom / MSc. Aquatic | 519-909-9872 / paigevroom@gmail.com

Figure 8: Site Photos

IN-PLACE CONCRETE NOTES

1. ALL LABOUR, MATERIALS, TOOLS, AND EQUIPMENT REQUIRED TO CARRY OUT WORK.
2. ALSO TO GENERAL NOTES, NOTES UNDER PLANS AND SCHEDULES, TYPICAL AND SPECIFICATION.
3. ALL CEMENT, WATER, AND AGGREGATES SHALL CONFORM TO CSA 11.1M.
4. AN APPROVED WATER-REDUCING ADDITIVE IN ALL CONCRETE. PROVIDE AN ED AIR ENTRAINING ADDITIVE IN ALL CONCRETE WHICH WILL BE EXPOSED TO A THAW CYCLE AND/OR THE ACTION OF DEICING SALT. ADMIXTURES SHALL BE TO CSA CAN-458M SERIES.
5. ANY WORK SHALL CONFORM TO CSA CAN-A23.1M AND FALSEWORK SHALL BE TO CSA 289.1.
6. REINFORCING STEEL, UNLESS SPECIFICALLY NOTED, SHALL BE DEFORMED BARS.
7. WIRING TO CSA G30 (18-41 GRADE 400 (58000 PSI)).
8. REINFORCING REBAR BY MTS MANUFACTURER IS AN ACCEPTABLE ALTERNATIVE TO EBAR.
9. WED WIRE FABRIC TO CONFORM TO CSA G30.5M.
10. FORMWORK SHALL BE DETAIL, BENT, PLACED, AND SUPPORTED TO CONFORM TO CANADIAN 310 AND THE MANUAL OF STANDARD PRACTICE PUBLISHED BY THE CANADIAN INSTITUTE OF ONTARIO.
11. NO AND SEALING COMPOUNDS, WHERE APPROVED FOR USE, SHALL CONFORM TO STANDARD CM99. GENERALLY ALL CONCRETE SURFACES ARE TO BE SEALED. NOTED OTHERWISE, COMPOUNDS ARE TO BE COMPATIBLE WITH APPLIED FINISHES.
12. ALL COMPRESSION STRENGTH FOR CONCRETE @ 28 DAYS SHALL BE AS NOTED IN DRAWINGS OR GENERAL NOTES (30 MPa MINIMUM).
13. IF AT THE POINT OF DISCHARGE SHALL BE CONSISTENT AT 90MM ± 20MM (3 1/2" ± 1 1/8") OTHERWISE, GREATER SLUMPS ARE NOT ACCEPTABLE.
14. CONCRETE MIXING, TRANSPORTATION, HANDLING, AND PLACING SHALL CONFORM TO CAN-A23.1M.
15. STRUCTURE JOINTS FOR SLABS AND BEAMS SHALL BE APPROVED BY THE ENGINEER. APPROVED BY THE STRUCTURAL CONSULTANT BEFORE CONSTRUCTION. ALL JOINTS IN SLABS SHALL BE AT RIGHT ANGLES TO SPANS, AND SPAN SHALL BE CLEAR OF ALL POINT LOADS.
16. REINFORCING AND DRIVEN FASTENERS REQUIRED FOR ALL CONCRETE JOINTS SHALL BE PLACED @ 100% APPROVED BY A STRUCTURAL CONSULTANT BEFORE CONSTRUCTION.
17. FINISHES FOR ARCHITECTURAL AND FINISHES AND SPECIFICATIONS FOR THE FINISHES TO EXPOSED CONCRETE. FINISHES SHALL BE CUT OUT TO MATCH FINISHES REQUIRED BY THE ARCHITECTURAL.
18. FINISHES AND SPECIFICATIONS SHALL CONFORM TO CSA STANDARD CAN-A23.1M (UNLESS NOTED).
19. FINISHES FOR PLACING STRUCTURAL CONCRETE. REINFORCING STEEL CASTING AND FOR FLOOR & ROOF FINISHES SHALL BE AS SPECIFIED IN CSA CAN-A23.1M.
20. INSPECTION AND TESTING. SEE GENERAL NOTES.

DESIGN LOADS/NOTES

- (DESIGN LOADS ARE UNFACTORED)
1. ROOF SNOW LOAD: 2.0 kPa (50 PSF) MAX
 2. ROOF DEAD LOAD: 0.7 kPa (15 PSF)
 3. FLOOR LIVE LOAD: 2.4 kPa (50 PSF)
 4. FLOOR DEAD LOAD: SELF WEIGHT
 5. THE LIVE LOAD HAS BEEN DESIGNED FOR LIGHT VEHICLES AND EQUIPMENT. IF HEAVY COMMERCIAL USE IS ANTICIPATED, THE DESIGNER MUST BE NOTIFIED PRIOR TO THE CONSTRUCTION OF THE SLAB.
 6. THE ATTACHED SLAB DRAWINGS HAVE BEEN PREPARED BY A PERSON QUALIFIED TO DESIGN IN ACCORDANCE WITH PART 4 OF THE ONTARIO BUILDING CODE AND AS SUCH COMPLIES WITH THE APPLICABLE PROVISIONS IN CSA A23.3 QUALIFYING OBC SECTION 0.4.1.1.4(1) & (2).
- ### SLAB FOUNDATION GENERAL NOTES
1. PROVIDE ADEQUATE GRADING AND DRAINAGE. SUBGRADE SHALL BE SUITABLE FOR A MINIMUM OF 75 kPa (1500 psf) BEARING PRESSURE. ENSURE THAT THE SOIL IS FREE DRAINING AND NON-FROST SUSCEPTIBLE TO A DEPTH OF 1.2m.
 2. CONCRETE TO BE DESIGNED TO A MINIMUM 28-DAY 32 MPa COMPRESSIVE STRENGTH WITH 6.5% AIR ENTRAINMENT FOR GARAGE AND EXPOSED SLABS. THE SLAB CONSTRUCTION MUST CONFORM TO CAN/CSA A23.3 - 14 MINIMUM ONTARIO BUILDING CODE.
 3. PLACE SLAB ON MINIMUM 150mm GRANULAR FILL COMPACTED TO 98% DENSITY. SOUND UNDISTURBED ORIGINAL SUBGRADE. ALTERNATELY, THE GRANULAR FILL BASE MAY BE A MINIMUM OF 8" OF 3/4" MAXIMUM SIZE, 100% COMPACTED TO 98% DENSITY.
 4. SLOPE PERIMETER GRADE TO DRAIN AWAY FROM THE SLAB. IN CASES WHERE THE CONDITIONS OF EXISTING GRADES WILL NOT REASONABLY PERMIT DRAINAGE AWAY FROM THE SLAB, SWEEPING TILE SHALL BE INSTALLED TO DRAIN THE AFFECTED AREA TO DRAINAGE. SUITABLE LOCATION AND ANCHORAGE OF THE SLAB EDGES SHALL BE DETERMINED.
 5. EDGES SHALL BE DEFORMED, GRADING CONFORM TO THE CSA-G30.18-41 STANDARD. PROVIDE CURB FOR 10M & 15M SPANS. MINIMUM 24" LAP MIN STRUCTURE.
 6. THIS SLAB FOUNDATION IS DESIGNED FOR A ONE OR TWO-STORY WOOD-FRAMED STRUCTURE.
 7. REINFORCING SHALL NOT BE CUT WITH THIS OPERATION, AND THEREFORE CARE MUST BE TAKEN TO PLACE THE REINFORCING, ALLOWING ADEQUATE CONCRETE TOP COVER FOR SAW-CUTTING PURPOSES.
 8. FLOOR FINISHES (E.G. CERAMIC TILE) MUST BE INSTALLED WITH SUFFICIENT ISOLATION JOINT MATERIAL TO PREVENT DAMAGE DUE TO MOVEMENT WHERE TEMPERATURE, SHRINKAGE, OR SETTLEMENT MIGHT ADVERSELY AFFECT THE SLAB'S FLATNESS OR DIMENSIONAL STABILITY.
 9. HYDRONIC HEATING LINES UP TO 3/4" Ø TUBING ARE PERMITTED.

BELOW GRADE INSULATION

- ALL BELOW GRADE INSULATION TO HAVE A MINIMUM ULTIMATE COMPRESSIVE STRENGTH OF 70 PSI UNLESS NOTED OTHERWISE IN THE SECTION DETAILS. ALL BELOW GRADE INSULATION MUST BE APPROVED FOR BELOW GRADE USE. ALL PERIMETER INSULATION SHALL BE SLIGHTLY SLOPED AWAY FROM THE SLAB IT PROTECTS. MIN. R-VALUES SHALL BE IN ACCORDANCE WITH BUILDING CODE INSULATION REQUIREMENTS. FREEZING INDEX, AND FROST PROTECTION.

ONTARIO BUILDING CODE REFERENCES

1. SECTION 9.3.3.3, SENTENCE (1) ALLOWS FOR A 55m² (592 ft²) FLOOR AREA FOR SMALL SINGLE STOREY GARAGES TO BE SUPPORTED ON "MAID SILL'S" (UNDEFINED) PROVIDED THE GARAGE IS NOT OF MASONRY OR MASONRY VENEER CONSTRUCTION. (THIS SECTION IS NOT APPLICABLE).
2. SECTION 9.12.2.2 (M) DEREGULATES FOUNDATION DEPTHS FOR ACCESSORY STRUCTURES AS DESCRIBED ABOVE (PERMITS SLAB FOUNDATIONS).
3. SECTION 9.15.1.1 (2) REQUIRES THAT A FOUNDATION OTHER THAN CONVENTIONAL CONCRETE OR MASONRY WALLS ON A CONCRETE FOOTING BE DESIGNED IN ACCORDANCE WITH OBC SECTION 9.4.
4. SECTION 9.15.1.1 (3) STATES THAT FOUNDATIONS ERECTED ON FILLED GROUND, PEAT OR SENSITIVE CLAY MUST HAVE THE FOOTINGS DESIGNED IN CONFORMANCE WITH SECTION 4.2.
5. OBC SECTION 9.16.1.2, "STRUCTURAL FLOOR SLABS" SENTENCE (1) REQUIRES THAT FLOORS ON GROUND THAT SUPPORT LOADS FROM THE SUPERSTRUCTURE SHALL BE DESIGNED IN CONFORMANCE WITH PART 4.
6. IT IS THE RESPONSIBILITY OF THE LOCAL MUNICIPAL BUILDING INSPECTOR TO CARRY OUT ALL OF THE REQUIRED INSPECTIONS FOR THIS ENGINEERED SLAB. SECTION 11.2.1 OF THE ONTARIO BUILDING CODE ACT (1) STATES THAT AFTER A NOTED INSPECTION IS RECEIVED, AN INSPECTOR OR REGISTERED CODE AGENT, IN THE CASE MAY BE, SHALL CARRY OUT THE INSPECTION REQUIRED BY THE BUILDING CODE WITHIN THE PRESCRIBED PERIOD.
7. IT IS FURTHER NOTED THAT THE RELEVANT ONTARIO BUILDING CODE SECTION 13.5.1 OF PART 4, "PART 1, "PRESCRIBED NOTICES" REQUIRES THAT NOTICE MUST BE GIVEN UPON READINESS TO CONSTRUCT FOOTINGS (IN THIS CASE THE ENGINEERED SLAB) PRIOR TO POURING CONCRETE.
8. THE RESPONSIBILITY TO INSPECT THE FOOTINGS FOR A BUILDING OF THIS AREA IS REQUIRED TO BE COMPLETED BY THE INSPECTOR AND NOT THE ENGINEER OF RECORD. BUILDINGS LARGER THAN 3 STOREYS IN BUILDING HEIGHT OR LARGER THAN 500m² IN BUILDING AREA REQUIRE PROFESSIONAL GENERAL REVIEW BY THE ENGINEER. (NOTE THAT ONLY WHERE THE PROPOSED SINGLE USE OF THIS BUILDING IS ASSEMBLY, INSTITUTIONAL CARE OR DETENTION FACILITY AN ENGINEER WOULD BE REQUIRED TO REVIEW THE SLAB CONSTRUCTION).

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by the contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 830-4475

IBD retains in possession of the original drawing as per the Ontario Building Code Act. No reproduction or use of the drawing is permitted without the written consent of the designer. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF viewer and print a PDF. This retains all of our information so it cannot be changed and removes the security protection.

IBD and the engineer assume no liability for the design of the engineered slab where a building permit has not been obtained and subsequent inspection and testing have not been completed prior to pouring concrete.

slab
None
None, Ontario

Issue Date: Jul. 20, 2023
Scale: AS NOTED

SLAB NOTES

Report No: ESP-26-87941
Drawing No: S-3

TABLE 2 (CSA-A23.3-04)

DEFINITIONS OF C, F, N, A AND S CLASSES OF EXPOSURE

STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES OR OTHER DEBRIS ENVIRONMENTS WITH OR WITHOUT FREEZING AND THAWING CONDITIONS, WITH HIGHER DURABILITY PERFORMANCE EXPECTATIONS THAN THE C-1, A-1 OR B-1 CLASSES.	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES WITH OR WITHOUT FREEZING AND THAWING CONDITIONS.	HIGH-STRUCTURALLY REINFORCED (PLAIN) CONCRETE EXPOSED TO CHLORIDES AND FREEZING AND THAWING. EXAMPLES: GARAGE FLOOR, PAVED STEPS/PARKING.	CONTINUOUSLY SUBMERGED CONCRETE EXPOSED TO CHLORIDES BUT NOT TO FREEZING AND THAWING. EXAMPLE: UNDER WATER PORTIONS OF MARINE STRUCTURES.	NON-STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES BUT NOT TO FREEZING AND THAWING. EXAMPLES: UNDERGROUND PARKING SLAB ON GRADE.	CONCRETE EXPOSED TO FREEZING & THAWING IN A BATHWATER CONDITION BUT NOT TO CHLORIDES. EXAMPLES: POOL DECK, PATIO, TENS COURT, FRESHWATER POOL, FRESH WATER CONTROL STRUCTURES.	CONCRETE IN AN UNSATURATED CONDITION EXPOSED TO FREEZING AND THAWING BUT NOT TO CHLORIDES. EXAMPLES: EXTERIOR WALLS AND COLUMNS.	CONCRETE NOT EXPOSED TO CHLORIDES NOR FREEZING AND THAWING. EXAMPLES: FOOTINGS AND INTERIOR SLABS.	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO SEVERE MANURE AND/OR SALAGE LOADS WITH OR WITHOUT FREEZE. THAW EXPOSURE. CHLORIDE EXPOSED TO THE VAPOR ABOVE OR IN CONTACT WITH MANURE OR INDUSTRIAL EFFLUENT. WHERE HYDROGEN SULFIDE GAS MAY BE OR BE GENERATED. EXAMPLES: REINFORCED BEAMS, SLABS AND COLUMNS OVER MANURE PILES AND MOLD, CANALS, AND PRO SLATS, AND ACCESS HOLES, ENCLOSED CHAMBERS, AND PIPES THAT ARE FULLY FILL WITH EFFLUENTS.	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVERE MANURE AND/OR SALAGE GASES AND LIQUOR, WITH OR WITHOUT FREEZE/THAW EXPOSURE. EXAMPLES: REINFORCED WALLS IN EXTERIOR MANURE, LAGO, BLDG, AND FEED BARNERS, AND EXTERIOR SLABS.	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVERE MANURE AND/OR SALAGE GASES AND LIQUOR, WITH OR WITHOUT FREEZE/THAW EXPOSURE. CONTINUOUSLY SUBMERGED CONDITION. CONCRETE EXPOSED TO SALINITY IN MUNICIPAL, OR INDUSTRIAL EFFLUENTS, EXAMINATIONS OF WALLS, COLUMNS AND COLUMNS; REINFORCE PILES THAT ARE COMPLETELY FULL OF MANURE. SUBMERGED PORTIONS OF SEWAGE TREATMENT STRUCTURES.	NON-STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVERE MANURE AND/OR SALAGE GASES AND LIQUOR WITH OR WITHOUT FREEZE/THAW EXPOSURE. EXAMPLES: INTERIOR SLABS ON GRADE.	CONCRETE SUBJECT TO MODERATE TO SEVERE SALINITY SEVERE & WHITE SULFIDE. CONCRETE SUBJECT TO MODERATE TO SEVERE MANURE AND/OR SALAGE EXPOSURES.
---	--	---	---	---	--	--	--	---	--	--	---	--

CONCRETE COVER FOR REINFORCING BARS

EXPOSURE CLASS	EXPOSURE CONDITION	N	THICKNESS
F-1, F-2, B-1, C-1, C-2, B-2 A-1, A-2, A-3	CAST AGAINST PERMANENTLY EXPOSED EARTH REINFORCING, GIRDERS, COLUMNS, AND PILES	20mm	75mm
	REINFORCING, WALLS, SLABS, SHELLS, AND FOLDED PLATES	30mm	40mm
	RATIO OF COVER TO NOMINAL BAR DIAMETER	1.0	1.6
	RATIO OF COVER TO NOMINAL MATERIAL AGGREGATE SIZE	1.0	1.6

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 630-4475

IBD remains in possession of the original drawing as purchased. It is a criminal offense to electronically alter our patent design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This fulfills all of our information as it cannot be changed and removes the security password.

IBD and the engineer assume no liability for the design of the engineered slab where a building permit has not been obtained and subsequent inspections of the soil have not been completed prior to pouring concrete.

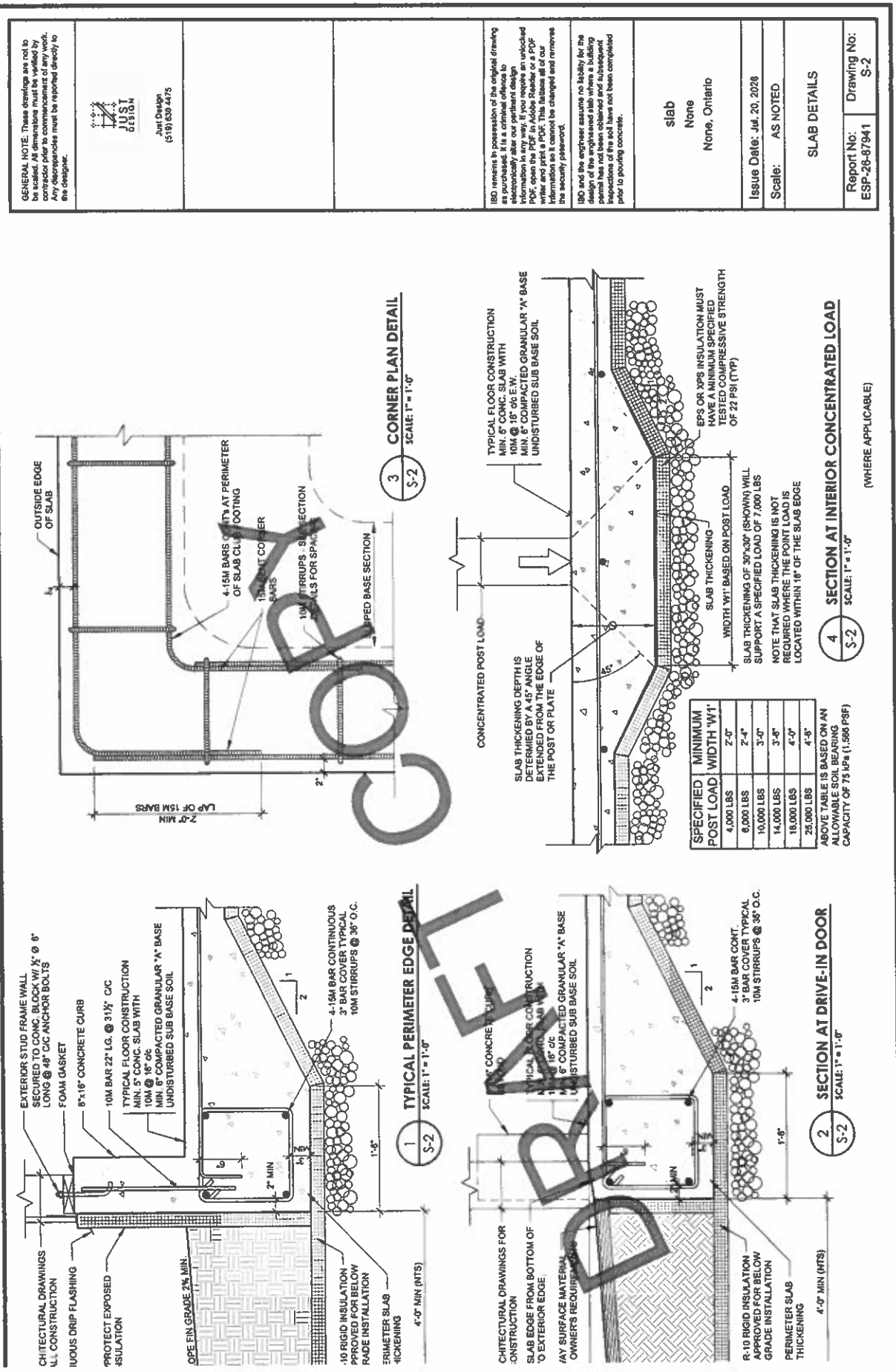
slab
None
None, Ontario

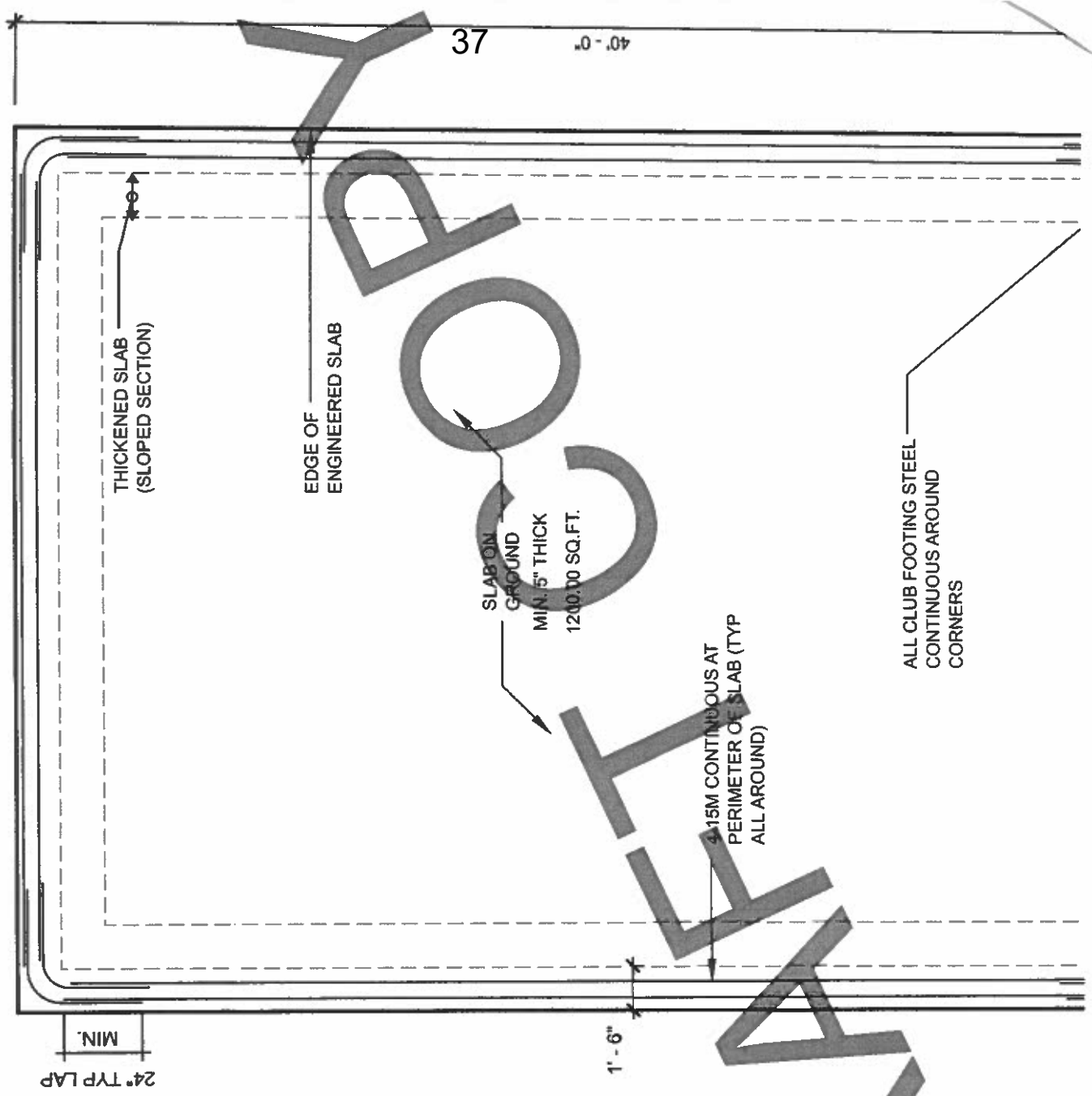
Issue Date: Jul. 20, 2028

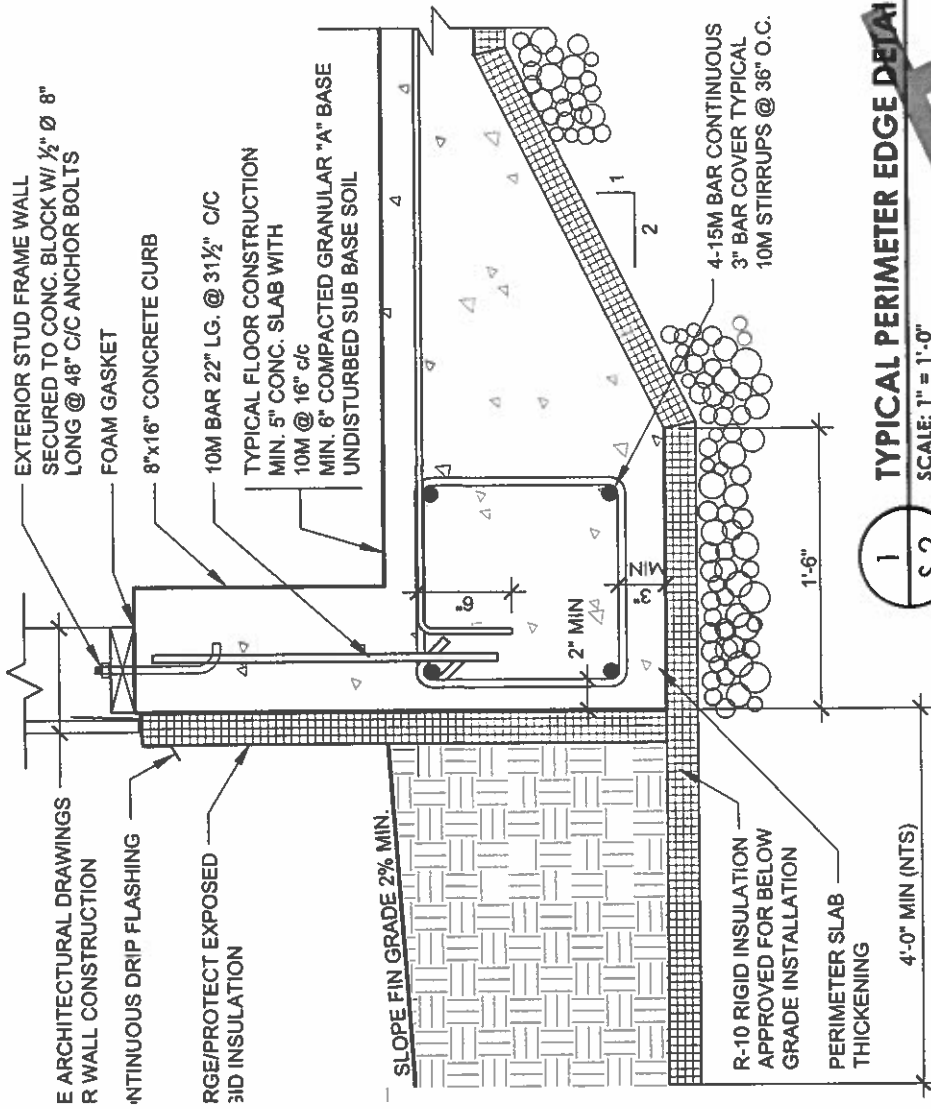
Scale: A\$ NOTED

SLAB NOTES

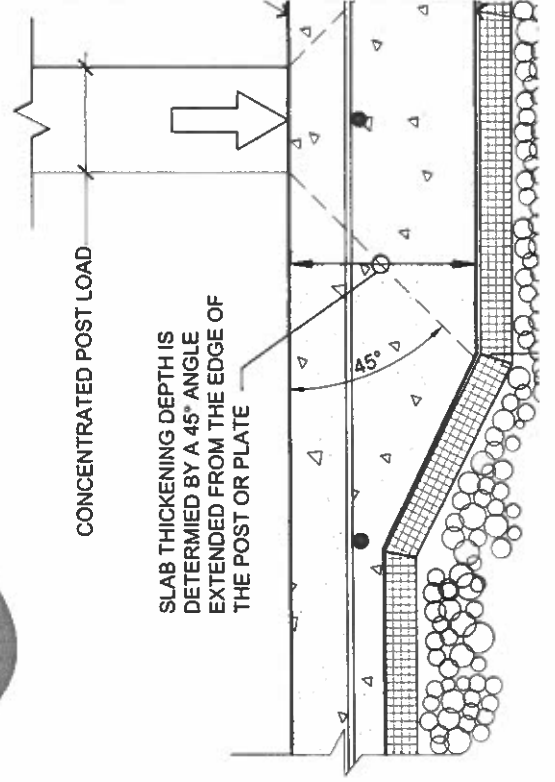
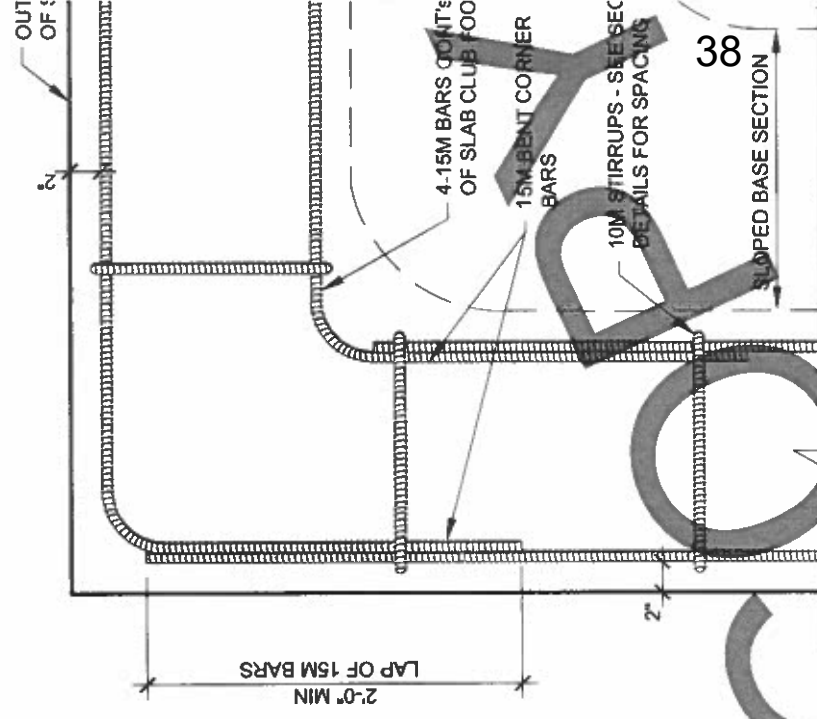
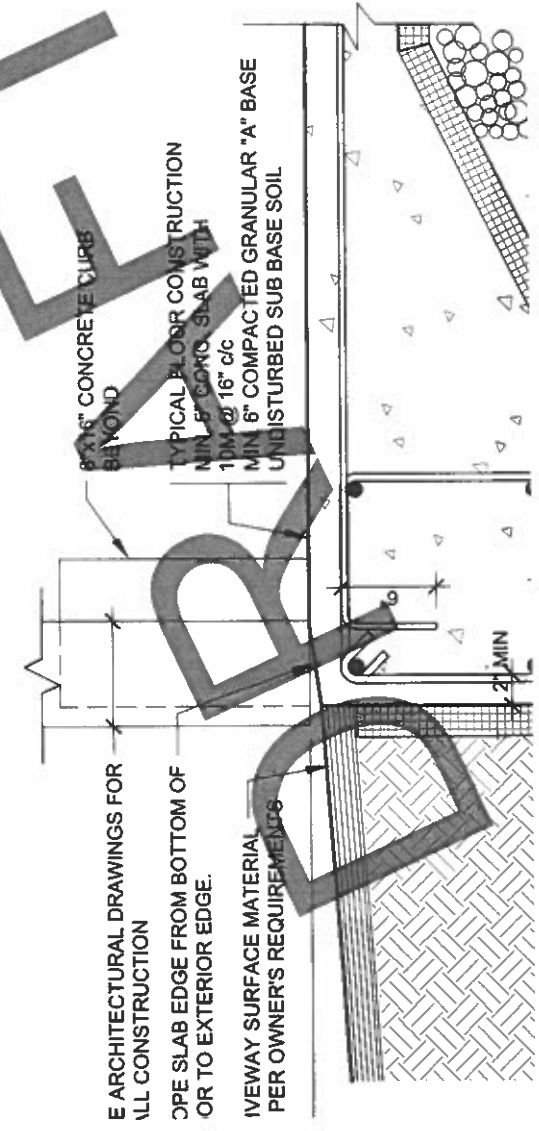
Report No: ESP-26-87941	Drawing No: S-4
----------------------------	--------------------







1
 S-2
 TYPICAL PERIMETER EDGE DETAIL
 SCALE: 1" = 1'-0"



CAST-IN PLACE CONCRETE NOTES

TABLE 2 (CSA-A23.3-04)

DEFINITIONS OF C, F, N, A AND S CLASSES OF EXPOSURE

1.	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES OR OTHER SEVERE ENVIRONMENTS WITH OR WITHOUT FREEZING AND THAWING CONDITIONS, WITH HIGHER DURABILITY PERFORMANCE EXPECTATIONS THAN THE C-1, A-1 OR S-1 CLASSES.
	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES WITH OR WITHOUT FREEZING AND THAWING CONDITIONS.
	NON-STRUCTURALLY REINFORCED (PLAIN) CONCRETE EXPOSED TO CHLORIDES AND FREEZING AND THAWING. EXAMPLES: GARAGE FLOORS, PORCHES STEPS PAVEMENTS.
	CONTINUOUSLY SUBMERGED CONCRETE EXPOSED TO CHLORIDES BUT NOT TO FREEZING AND THAWING. EXAMPLE: UNDER WATER PORTIONS OF MARINE STRUCTURES.
	NON-STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES BUT NOT TO FREEZING AND THAWING. EXAMPLES: UNDERGROUND PARKING SLABS ON GRADE
	CONCRETE EXPOSED TO FREEZING & THAWING IN A SATURATED CONDITION BUT NOT TO CHLORIDES. EXAMPLES: POOL DECKS, PATIOS, TENNIS COURTS, FRESHWATER POOLS, FRESH WATER CONTROL STRUCTURES.
	CONCRETE IN AN UNSATURATED CONDITION EXPOSED TO FREEZING AND THAWING BUT NOT TO CHLORIDES. EXAMPLES: EXTERIOR WALLS AND COLUMNS.
	CONCRETE NOT EXPOSED TO CHLORIDES NOR FREEZINGS AND THAWING. EXAMPLES: FOOTINGS AND INTERIOR SLABS.
	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO SEVER MANURE AND/OR SILAGE GASES WITH OR WITHOUT FREEZE-THAW EXPOSURE. CONCRETE EXPOSED TO THE VAPOUR ABOVE MUNICIPAL SEWAGE OR INDUSTRIAL EFFLUENT, WHERE HYDROGEN SULPHIDE GAS MAY BE GENERATED. EXAMPLES: REINFORCED BEAMS, SLABS AND COLUMNS OVER MANURE PITS AND SILOS, CANALS, AND PIG SLATS; AND ACCESS HOLES, ENCLOSED CHAMBERS, AND PIPES THAT ARE PARTIALLY FILLED WITH EFFLUENTS.
	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVER MANURE AND/OR SILAGE GASES AND LIQUIDS, WITH OR WITHOUT FREEZE-THAW EXPOSURE. EXAMPLES: REINFORCED WALLS IN EXTERIOR MANURE TANKS, SILOS, AND FEED BUNKERS, AND EXTERIOR SLABS.
	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVER MANURE AND/OR SILAGE GASES AND LIQUIDS, WITH OR WITHOUT FREEZE-THAW EXPOSURE IN A CONTINUOUSLY SUBMERGED CONDITION. CONCRETE CONTINUOUSLY SUBMERGED IN MUNICIPAL OR INDUSTRIAL EFFLUENTS. EXAMPLES: INTERIOR GUTTER WALLS, BEAMS, SLABS AND COLUMNS; SEWAGE PIPES THAT ARE CONTINUOUSLY FULL OF A FORCEMAINE; AND SUBMERGED PORTIONS OF SEWAGE TREATMENT STRUCTURES.
	NON-STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE MANURE AND/OR SILAGE GASES AND LIQUIDS, WITH OR WITHOUT FREEZE-THAW EXPOSURE. EXAMPLES: INTERIOR SLABS ON GRADE.
	CONCRETE SUBJECTED TO VERY SEVERE SULPHATE EXPOSURES
	CONCRETE SUBJECTED TO SEVERE SULPHATE EXPOSURES
	CONCRETE SUBJECTED TO MODERATE SULPHATE EXPOSURES

CONCRETE COVER FOR REINFORCING BARS			
EXPOSURE CONDITION	N	EXPOSURE CLASS	
		F-1, F-2, S-1, S-2	C-XL, C-1, C-3, A-1, A-2, A-3
CAST AGAINST PERMANENTLY EXPOSED EARTH	-	75mm	75mm
BEAMS, GIRDERS, COLUMNS, and PILES	30mm	40mm	60mm
SLABS, WALLS, JOISTS, SHELLS, and FOLDED PLATES	20mm	40mm	60mm
RATIO OF COVER TO NOMINAL BAR DIAMETER	1.0	1.5	2.0
RATIO OF COVER TO NOMINAL MAXIMUM AGGREGATE SIZE	1.0	1.5	2.0



5 Sydenham Dr.
Ilderton ON N0M 2A0
(519)281-7867
www.parsonspumpworks.ca

41

Well Inspection for: 40979 Major Line, St Thomas, ON

Overall Summary

On the day of inspection (June 29, 2026), the well appeared to be in good working condition. The well is a 6" drilled well and appears to be the original from when the home was built. We were able to successfully locate a well record online.

Site Conditions

Conditions at the time of the inspection were very hot and humid. The outdoor temperature was approximately 34 degrees Celsius.

Well Record

The well record is a document produced by the well installer and submitted to the Ministry of the Environment at the time of installing the well. A well record contains useful information including the soil conditions, water level and the recommended pump sizes. The online well record ID number is 2004050.

Drilled Well

The well is located at the northeast corner of the house. It is a 6" drilled well and the casing is 18" above grade. The well is 250ft deep, in clay and sand, with a 4ft screen from 246-250ft. The well has a static water level of 60ft and draws down to 150ft to produce 6 gallons per minute. Due to its age, and the time of which Wells Reg 903 was composed, the current well system would not meet these regulations. The well is composed to its best ability at the time of construction and is secure and properly sealed.

Testing

We completed a 1-hour pump test. During this 1-hour pump test we were able to confirm the well and pump system is still producing the same volume as the day it was drilled. There is a 6gpm dose valve on the system.

Well System Components

There is a submersible pump in the well, and inside the home there is a pressure tank, and a total chlorination system for treatment. The total chlorination system is composed of a water meter, stenner pump injecting chlorine, blend tank, greensand filter, carbon filter, and water softener. The water treatment is rental equipment from Elgin Pure Water and is in good working condition. There is a hot water heater as well.

Water Quality (Potability)

0 E. Coli

0 Coliform

The water passes both aspects of contamination and is potable.

Conclusion/Recommendations

Utilizing the current well and water treatment system, it is in my professional opinion that the private water supply at 40979 Major Line is sufficient in both quantity and quality to safely support the normal operations of the primary residence, as well as an additional dwelling unit for a single resident.

Prepared by: Dan Parsons

Licensed Well Technician

MECP Well Technician License # 4244, class 3&4

Parsons Pump Works Inc

Well Contractor License # 7534

Erie Excavating & Liquid Waste Removal Ltd.

P.O. Box 119, Port Stanley, ON N5L 1J4
 519-631-7812 erieexcavating@gmail.com
 BCIN No. 203606

Date: July 21, 2026

To: Joely Newfield
 40979 Major Line, R.R #7
 St Thomas, ON
 N5P 3T2

Re: Existing Onsite Sewage Disposal System Assessment – Proposed Conversion of Garage to Dwelling

Property Address: 40979 Major Line, R.R #7, St Thomas, ON N5P 3T2

At the request of the property owner, I inspected the existing onsite sewage disposal system serving the above-noted property.

The purpose of this assessment was to evaluate the apparent condition of the existing septic system and to determine whether the proposed conversion will affect the required design sewage flow.

Existing Septic System

The existing onsite sewage disposal system consists of:

- Septic tank capacity: 2-800L Tanks
- Disposal field type: 2 – septic systems each 8 – 50' runs
- Year installed (if known): Unknown
- Original design sewage flow: Unknown L/day (if known)
- 4 bdrms / 4 bath.

Proposed Development

The proposed project consists of converting an existing 741 Sq Ft detached garage into a residential dwelling.

The proposed dwelling will contain:

- Number of bedrooms: 1
- Number of bathrooms: 1
- Kitchen facilities: Yes

Based on the proposed use, the estimated design sewage flow should be determined in accordance with the applicable provincial onsite sewage disposal regulations. Unable to provide proposed sewage flow at time of letter due to unknow flow rate.

Inspection

The inspection was completed on Jun 22, 2026 and included: + emptied this date -

- Visual inspection of the septic tank and accessible components.
- Observation of the disposal field area.
- Assessment for evidence of hydraulic failure, including sewage breakout, ponding, excessive vegetation, or objectionable odours.
- Review information provided by the owner.

Findings

At the time of inspection:

- The septic tank appeared structurally sound.
- The liquid level was within the normal operating range.
- Accessible inlet and outlet components appeared to be in satisfactory condition.
- No evidence of sewage backup or hydraulic failure was observed.
- No surfacing effluent, ponding, or objectionable odours were present within the disposal field area.

Assessment

The existing onsite sewage disposal system appeared to be functioning satisfactorily at the time of inspection.

The proposed conversion of the garage to a dwelling constitutes an increase in residential occupancy and may increase the required daily design sewage flow. Approval of the existing septic system for the proposed development is therefore dependent upon confirmation that the system's approved design capacity is equal to or greater than the required design flow for the completed development.

This assessment is limited to visible and accessible components only. No excavation, hydraulic loading test, camera inspection, or subsurface investigation was performed, and this letter should not be interpreted as a guarantee of future system performance.

Please contact the undersigned if additional information is required.

Respectfully submitted,

Tim McCarthy
Owner/Operator

GENERAL INFORMATION CONCERNING PRIVATE SEWAGE DISPOSAL SYSTEMS

1. The Environmental Protection Act deals with various Classes of sewage systems, one of which is a Class 4 or a septic tank and leaching bed. The information presented below is concerned primarily with Class 4 sewage systems but if your requirements are different, a public health inspector will be able to discuss them with you.
2. In order to commence construction that involves in any manner a private sewage disposal system, you are required by Section 64, Part VII of the Environmental Protection Act to apply for and receive a Certificate of Approval (Part 4 of the application) from a Director appointed under the Environmental Protection Act.
3. In applying for a Certificate of Approval make sure that:
 - (a) you have filled out completely all the necessary forms in the application, including the drawing of an accurate diagram on the reverse side of the forms; attached excerpts and tables from the regulation made under the Environmental Protection Act, including sketches of typical layouts of private sewage systems, should be of assistance to you in the completion of your application.
 - (b) you have dated and signed the application.
 - (c) when you submit the application you attach the required application fee of \$70.00 - please make cheques payable to "The Elgin-St. Thomas Health Unit". (the fee for an application for a Class A sewage system - one that has a daily sewage flow of 4,501 litres or more - is \$125.00)
4. After your application is accepted, the Director as soon as is possible (usually within 48 hours) will conduct a site inspection to determine if the proposed sewage system can be established in conformance with the requirements of the Environmental Protection Act.
5. You may install an approved sewage system on your own property but if you encounter any difficulty in completing the installation, you will have to obtain the services of a licensed sewage system installer.
6. A "Use Permit" is necessary to put a sewage system into operation and such authorization will be given when the installation of the system has been carried out in accordance with the Certificate of Approval and the regulation made under the Environmental Protection Act.
7. Your properly installed sewage system should function in an efficient manner but conformance with the requirements of the regulation made under the Environmental Protection Act does not necessarily guarantee such a result. Consequently, the Ministry of the Environment, the Elgin-St. Thomas Health Unit and their employees are not responsible for the lack of efficient functioning of sewage systems. Most licensed installers will only guarantee the quality of their workmanship.
8. Your sewage system was an expensive undertaking and in order to not damage it, ensure that all plumbing fixtures are working properly and that the septic tank is emptied every 3 - 4 years (to remove accumulated sludge) by a licensed pump-out operator.
9. Please report malfunctioning sewage systems to a licensed installer and the Health Unit.
10. A Certificate of Approval may not be transferable and it may be revoked at any time with good cause.
11. Any contraventions of the Environmental Protection Act and its sewage system regulation may be dealt with by implementing the Provincial Offences Act.
12. Any installation on a Provincial Highway or approach thereto may be subject to approval of the Ministry of Transportation and Communications. Please contact their nearest office, if you feel it is necessary to do so.

SEPTIC PAPERS

SEPTIC TANK MINIMUM SIZE REQUIREMENTS FOR RESIDENCES

(Section 10 (1) Subparagraph i of paragraph 2)

COLUMN 1	COLUMN 2
Number of Bedrooms	Working Capacity in Litres
Two bedrooms or less	2,700
Three bedrooms	3,600
Four or five bedrooms	4,500

TABLE 3

CLEARANCES FOR SEPTIC TANKS
AND PROPRIETARY AEROBIC TREATMENT PLANTS

(Section 10 (1) Para. 9 and Section 12 (1) Para. 1)

COLUMN 1	COLUMN 2
	Distance in Metres
Building or structure	1.5
Lake	15
Pond	15
Property line	3
Reservoir	15
River	15
Spring	15
Stream	15
Well	15

TABLE 4

LEACHING BED DISTRIBUTION PIPE CLEARANCES

(Section 10 (2) Subparagraph iii of paragraph 1 and Section 10 (3) Subparagraph ix of paragraph 5)

COLUMN 1	COLUMN 2
	Distance in Metres
Well, other than a well referred to in the next item, or a spring used as a source of potable water	30
Well with watertight casing to a depth of 6 metres	15
Building or structure	5
Property line	3
Lake, river, pond, stream, reservoir or a spring not used as a source of potable water	15

TABLE 5

LENGTH OF DISTRIBUTION PIPE IN METRES FOR VARIOUS DESIGN SOIL
PERCOLATION TIMES(T) FOR PRIVATE DWELLINGS

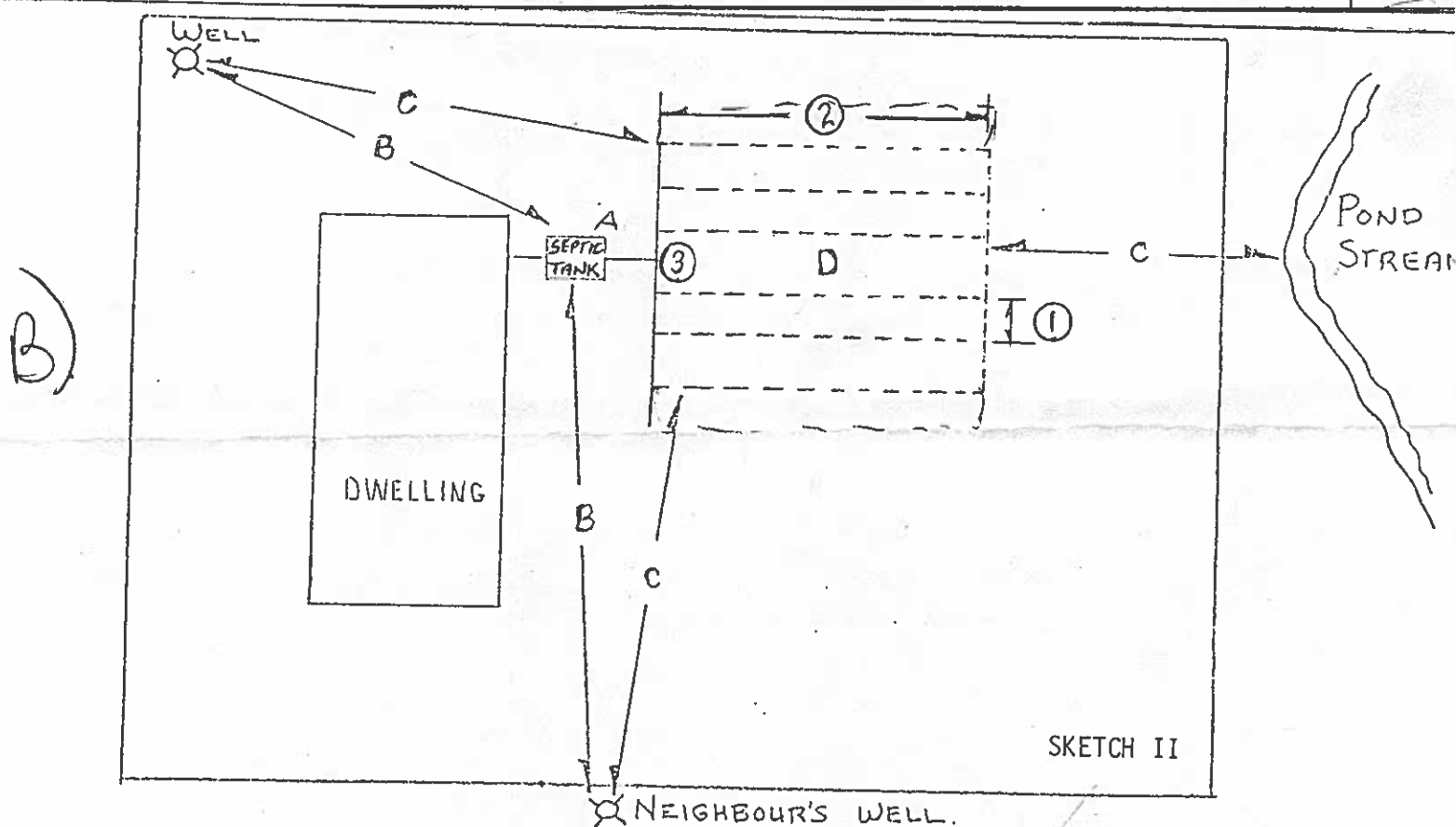
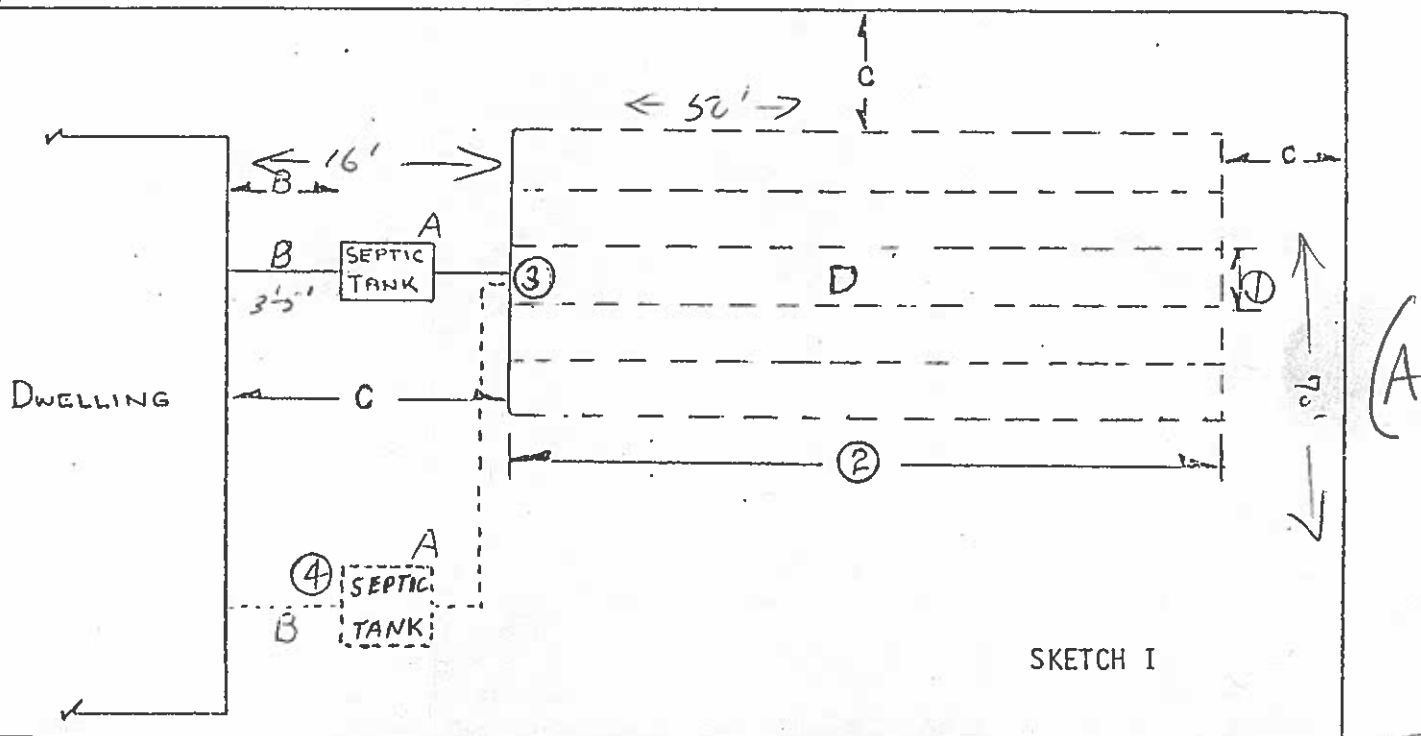
(Section 10 (3) Para. 1 and Section 12 (2) Subparagraph i of paragraph 1)

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Number of Bedrooms	T from 1 to 5 min inclusive	T greater than 5 min but not greater than 10 min	T greater than 10 min but not greater than 15 min	T greater than 15 min but not greater than 20 min	T greater than 20 min but not greater than 25 min	T greater than 25 min
2 or less	40	40	70	100	130	5.5T
3	40	60	100	140	180	8T
4	40	80	130	180	230	10T
for each bedroom over 4, add	5	12	20	27	35	1.5T

Standard lengths of distribution pipe for a 3 Bedroom Home are:

Sand Soil - 106 Meters (350 Feet)

Clay Soil - 152 Meters (500 Feet)



EXPLANATORY NOTES FOR ABOVE SKETCHES

- A. See Table 2. Page 4.
B. See Table 3. "
C. See Table 4. "
D. See Table 5. "

- ① Minimum distance between distribution tile runs - 1.6 meter (5'3") Regulation 374/81, 10 - (3) 3.V.
② Maximum length of distribution tile laterals for both gravity and pressurized lines - 30 meter (98'6"). Laterals to be equal in length and tied in at bottom end.
③ There must be equal distribution on both sides of this connection or a distribution box must be used.
④ Alternate location and hook-up of septic tank.

* 2 tanks

B - sketch II → is to use for ~~new~~ dwelling/granny flat.

Erie Excavating & Liquid Waste Removal Ltd.

P.O. Box 119, Port Stanley, ON N5L 1J4
519-631-7812 erieexcavating@gmail.com
BCIN No. 203606

Date: July 21, 2026

To: Joely Newfield
40979 Major Line, R.R #7
St Thomas, ON
N5P 3T2

Re: Existing Onsite Sewage Disposal System Assessment – Proposed Conversion of Garage to Dwelling

Property Address: 40979 Major Line, R.R #7, St Thomas, ON N5P 3T2

Based on the information available and the conditions outlined in the septic system inspection report, I can confirm that the existing septic systems are expected to function adequately, provided that the proposed conversion of the garage to a dwelling is connected to the septic system which currently is servicing only two bathrooms for the existing dwelling. This opinion is contingent upon these conditions remaining satisfied and is based on the information available at the time of assessment.

Respectfully,

A handwritten signature in black ink, appearing to read 'Tim McCarthy', with a long horizontal flourish extending to the right.

Tim McCarthy
Owner/Operator



ARCHITECTURAL RENDERING

TITLE PAGE	A-1
FOUNDATION PLAN	A-2
MAIN FLOOR PLAN	A-3
ROOF PLAN	A-4
FRONT & REAR ELEVATIONS	A-5
LEFT & RIGHT ELEVATIONS	A-6
BUILDING SECTION	A-7
WALL SECTIONS	A-8
TYPICAL DETAILS	A-9
TYPICAL DETAILS	A-10
CONSTRUCTION NOTES	A-11-13
GARAGE SLAB PLAN	S-1
SECTION DETAILS	S-2
GENERAL NOTES	S-3-4

CLIMATIC & DESIGN LOAD DATA

St. Thomas, Ontario

ROOF LOADING	KPA (psf)
GROUND SNOW LOAD S _s	1.4 (29.24 psf)
RAIN LOAD S _r	0.4 (8.35 psf)
SNOW LOAD FACTOR C _b	0.55
ROOF DESIGN SNOW LOAD	1.17 (24.44 psf)
ROOF & CEILING DESIGN DEAD LOAD	0.57 (12.00 psf)
FLOOR LOADING	
GROUND & SECOND FLOOR	1.92 (40.00 psf)
FLOOR/CEILING DESIGN DEAD LOAD	0.72 (15.00 psf)
WIND LOADING	
1/50 WIND PRESSURE	0.47 (9.82 psf)
1/10 WIND PRESSURE	0.36 (7.52 psf)
SEISMIC LOADING	
SA 02	0.16 (3.34 psf)
TEMPERATURE	
DEGREE DAYS BELOW 18°C	3780
SOIL	
ASSUMED ALLOWABLE BEARING PRESSURE AT FOOTING FOUNDING ELEVATION(S)	75 (1570 ps)
SOIL CONDITION	Firm Clay
FREEZING INDEX (°F) - 100 YR RETURN PERIOD	1440
ELEVATION (METERS)	225

THE DESIGN DEAD LOADS SPECIFIED ABOVE ARE BASED ON THE DRAWINGS AND MATERIALS EITHER SPECIFIED OR ASSUMED. WHERE DIFFERENT OR HEAVIER MATERIALS ARE PROPOSED THE CONTRACTOR MUST NOTIFY THE DESIGNER PRIOR TO CONSTRUCTION OF ANY LOAD-BEARING ELEMENTS THAT MAY BE ADVERSELY AFFECTED.

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 330 4475

ISO requires in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printed design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This fulfills all of our information so it cannot be changed and removes the security password.

RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

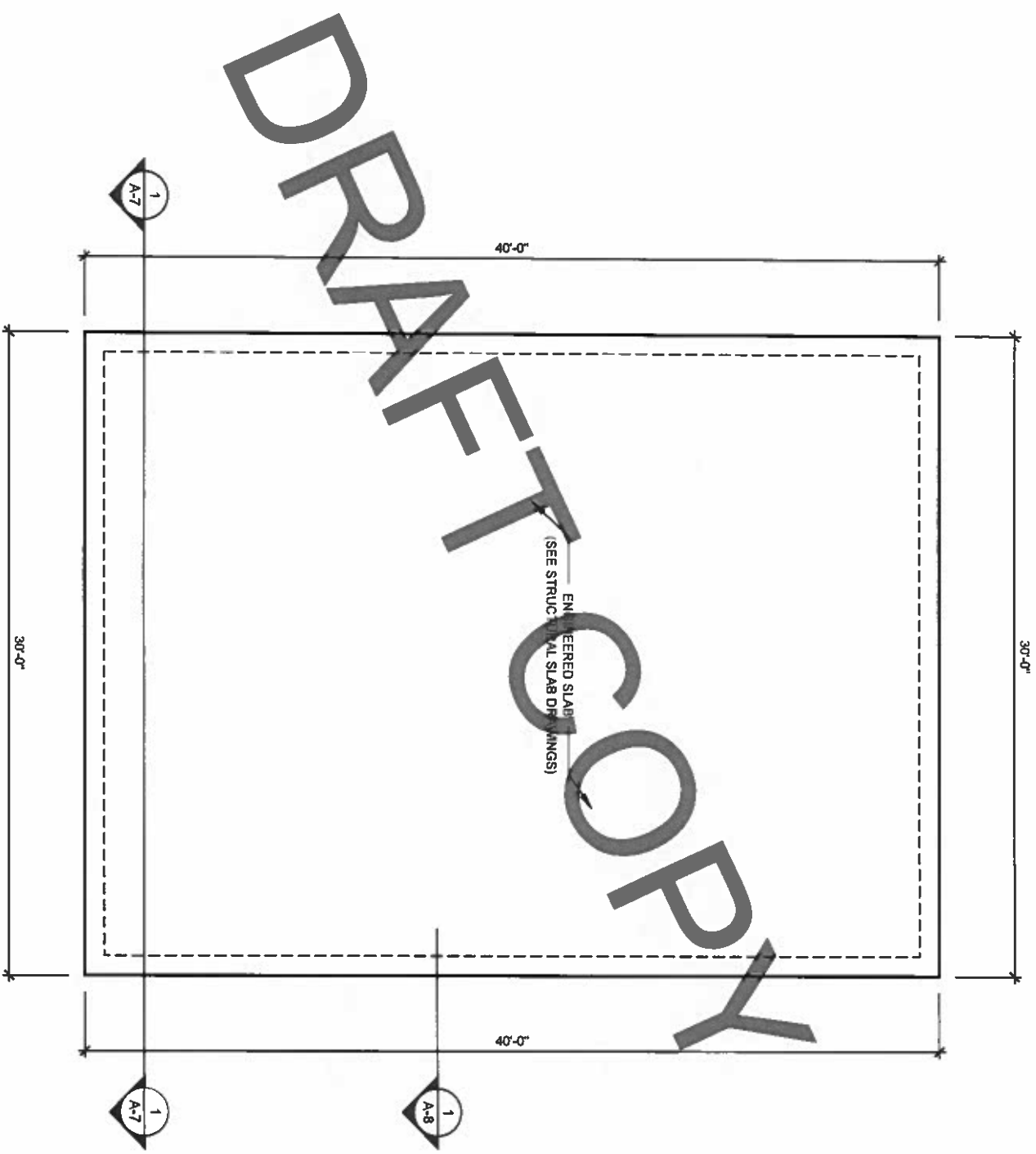
Major Line Barn
None
None, Ontario

Issue Date: Jul. 22, 2026

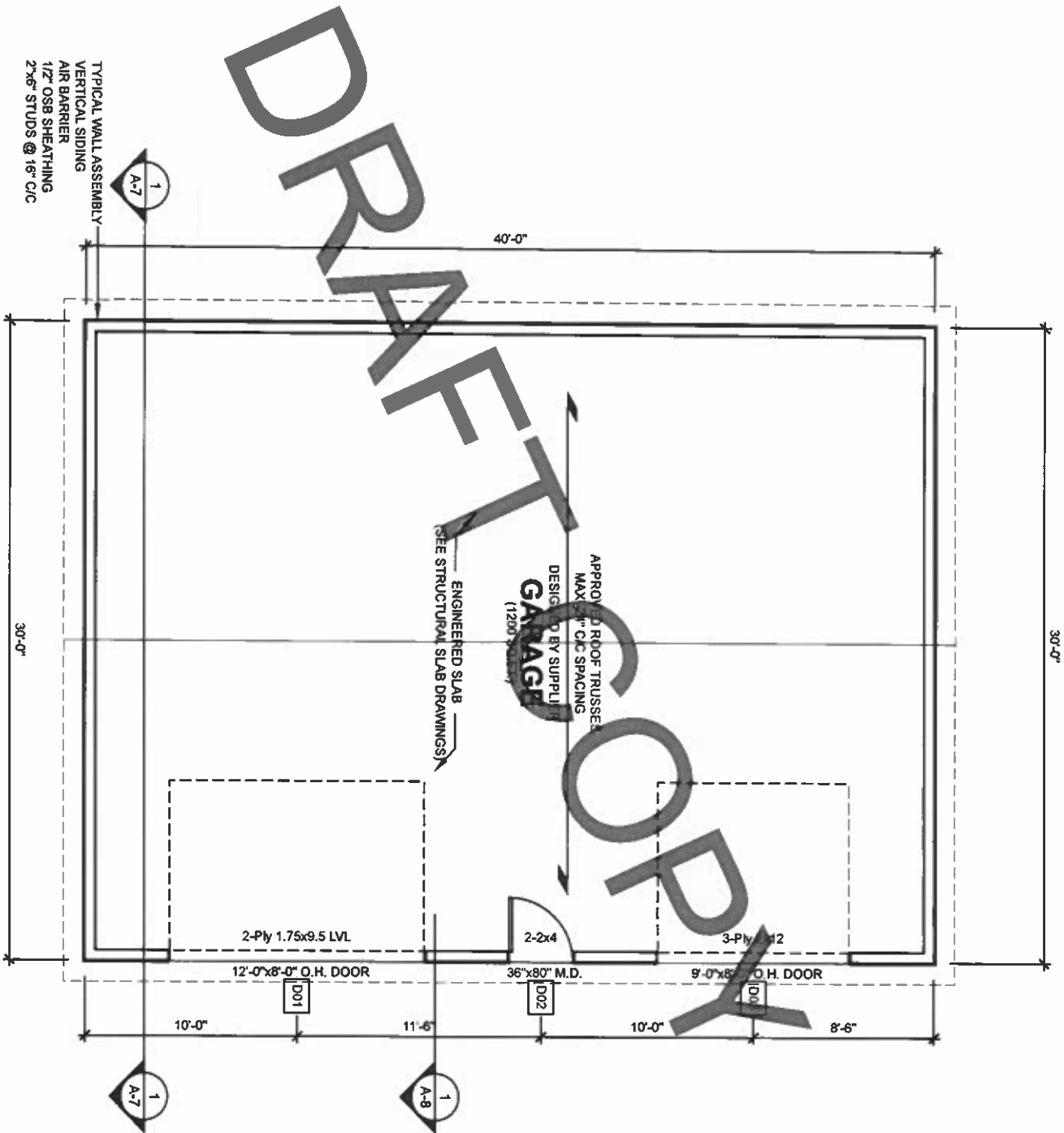
Scale: N/A

TITLE PAGE

Report No: GPS-26-84781
Drawing No: A-1



GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.	
 JUST DESIGN Just Design (519) 530 4475	
IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printed design. Information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This follows all of our information so it cannot be changed and removes the security password.	
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.	
Major Line Barn None None, Ontario	
Issue Date: Jul 22, 2026	
Scale: 3/16" = 1'-0"	
FOUNDATION PLAN	
Report No: GPS-26-84781	Drawing No: A-2



GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 830 4475

(BD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printed design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This flattens all of our information so it cannot be changed and removes the security password.)

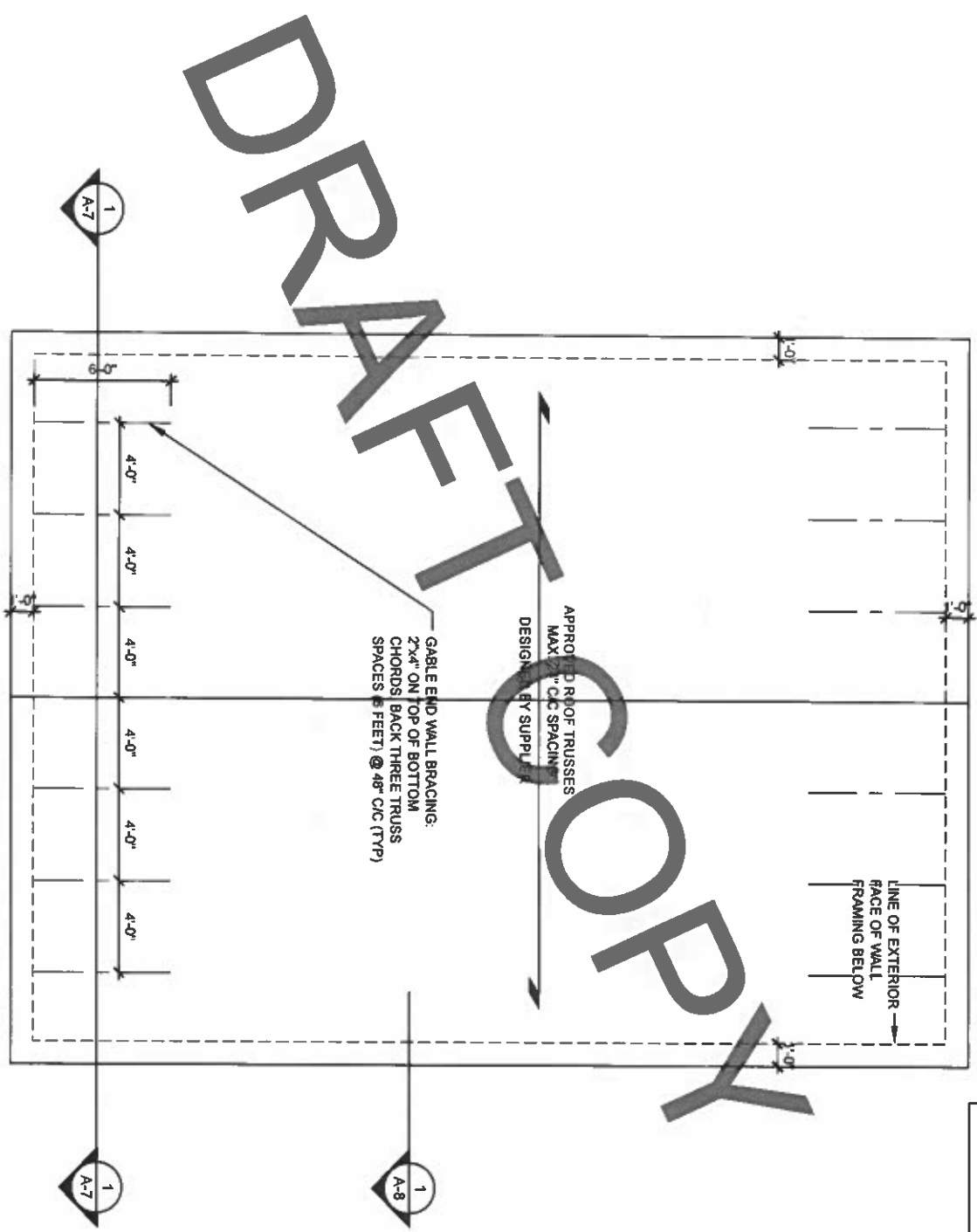
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn
None
None, Ontario

Issue Date: Jul 22, 2026
Scale: 3/16" = 1'-0"

MAIN FLOOR PLAN
1200 SQ.FT.

Report No: Drawing No:
GPS-26-84781 A-3



INSTALL ROOF VENTS MIN. 1:300
AS PER 9.19.1

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 530 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unbidded PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This flattens all of our information so it cannot be changed and removes the security password.

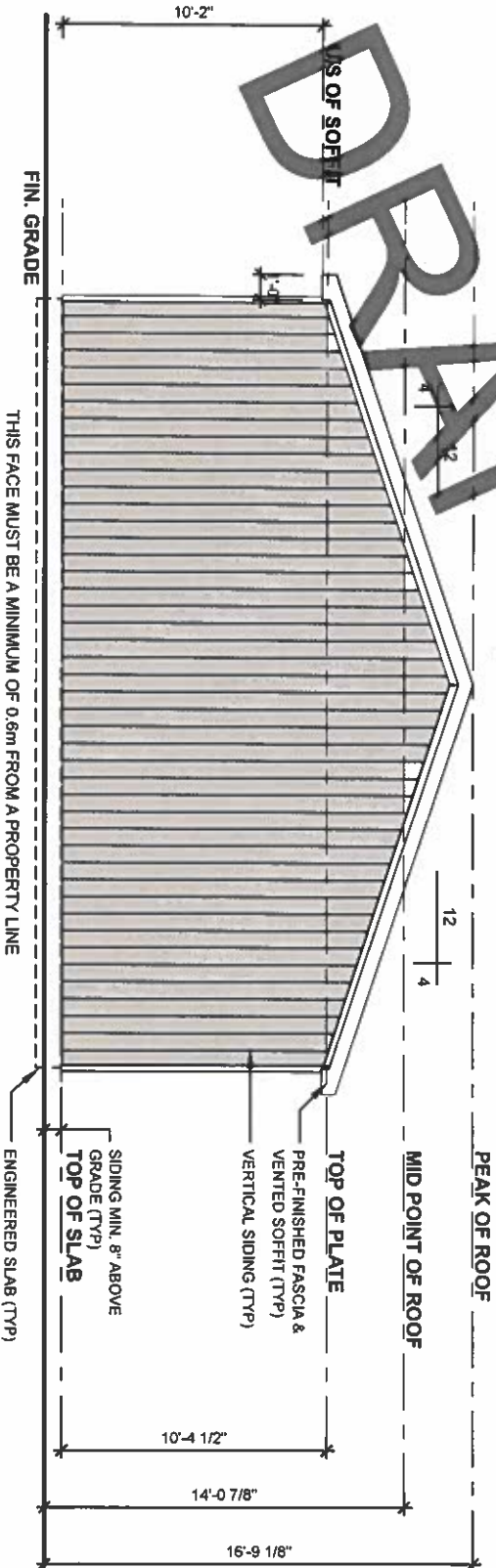
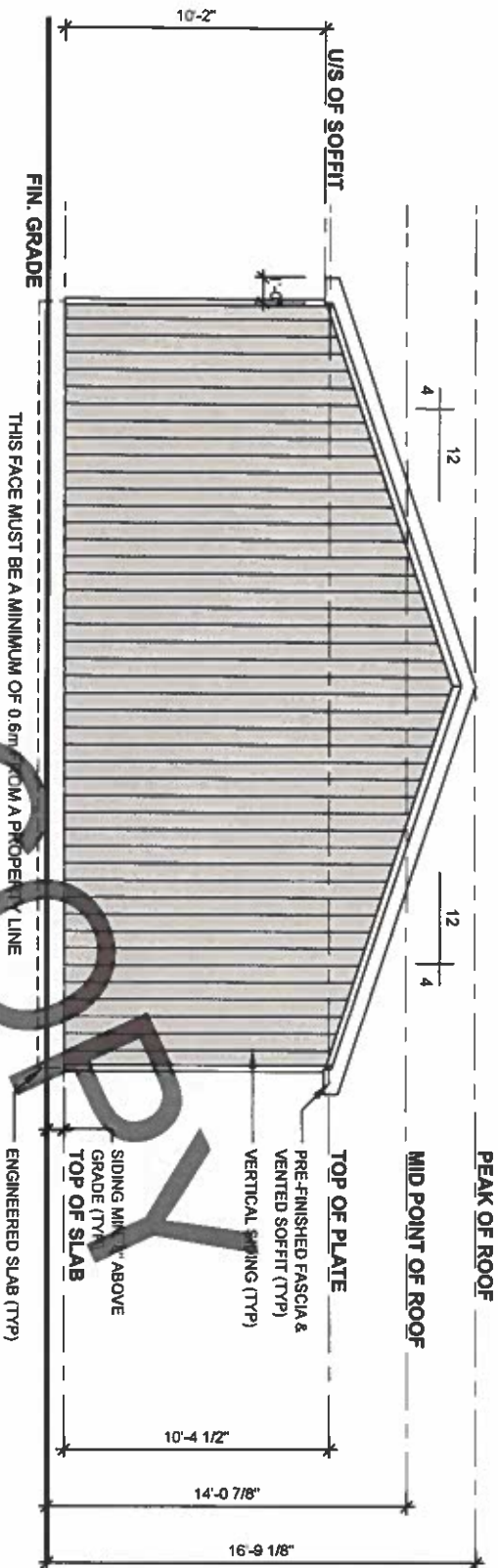
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn
None
None, Ontario

Issue Date: Jul 22, 2026
Scale: 3/16" = 1'-0"

ROOF PLAN

Report No: GPS-26-84781
Drawing No: A-4



GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 630 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter or print a portion of design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This flattens all of our information so it cannot be changed and removes the security password.

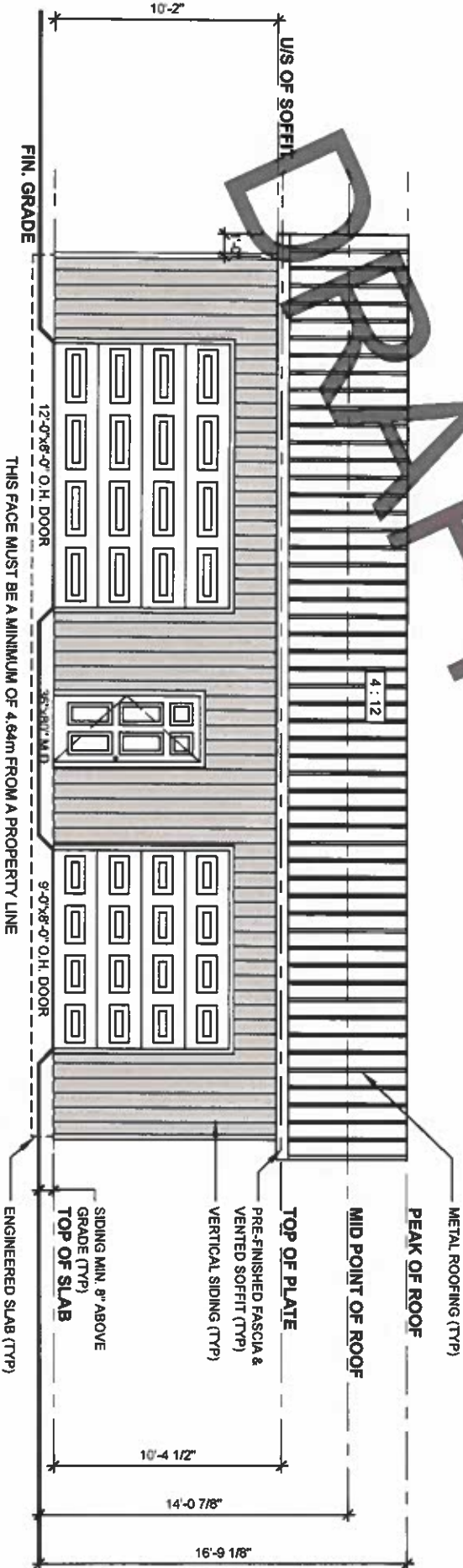
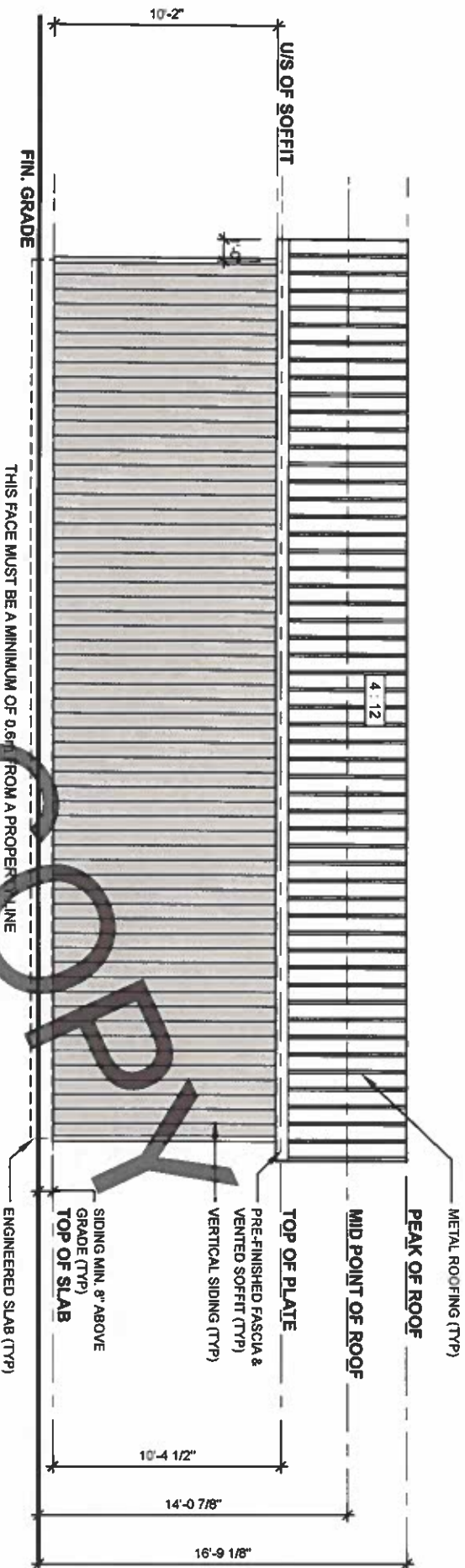
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn
None
None, Ontario

Issue Date: Jul 22 2026
Scale: 3/16" = 1'-0"

FRONT & REAR ELEVATIONS

Report No: GPS-26-84781
Drawing No: A-5



GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 630 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This flattens all of our information so it cannot be changed and removes the security password.

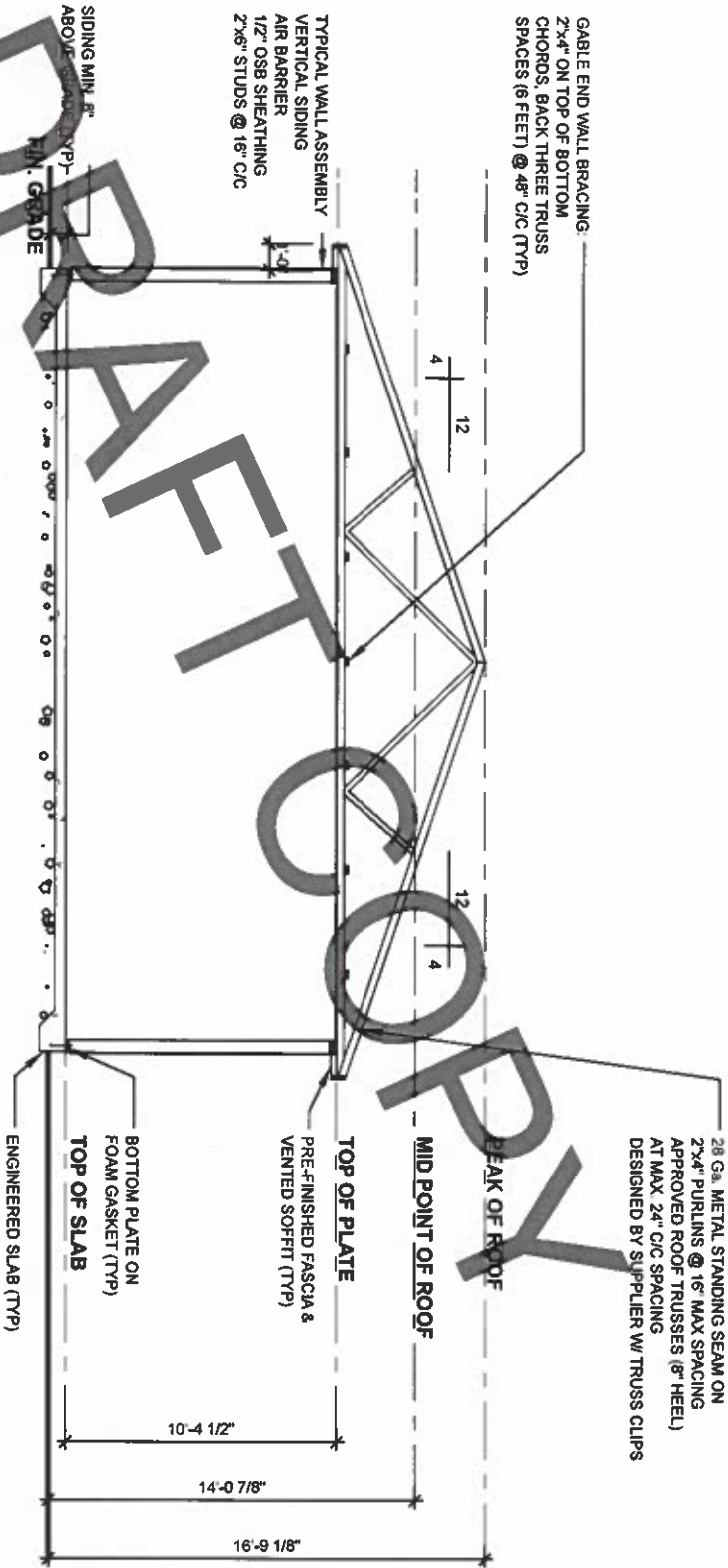
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn
None
None, Ontario

Issue Date: Jul 22, 2026
Scale: 3/16" = 1'-0"

LEFT & RIGHT ELEVATIONS

Report No: GPS-26-84781
Drawing No: A-6



GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(619) 530 4475

BD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printed design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. The flattens all of our information so it cannot be changed and removes the security password.

RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

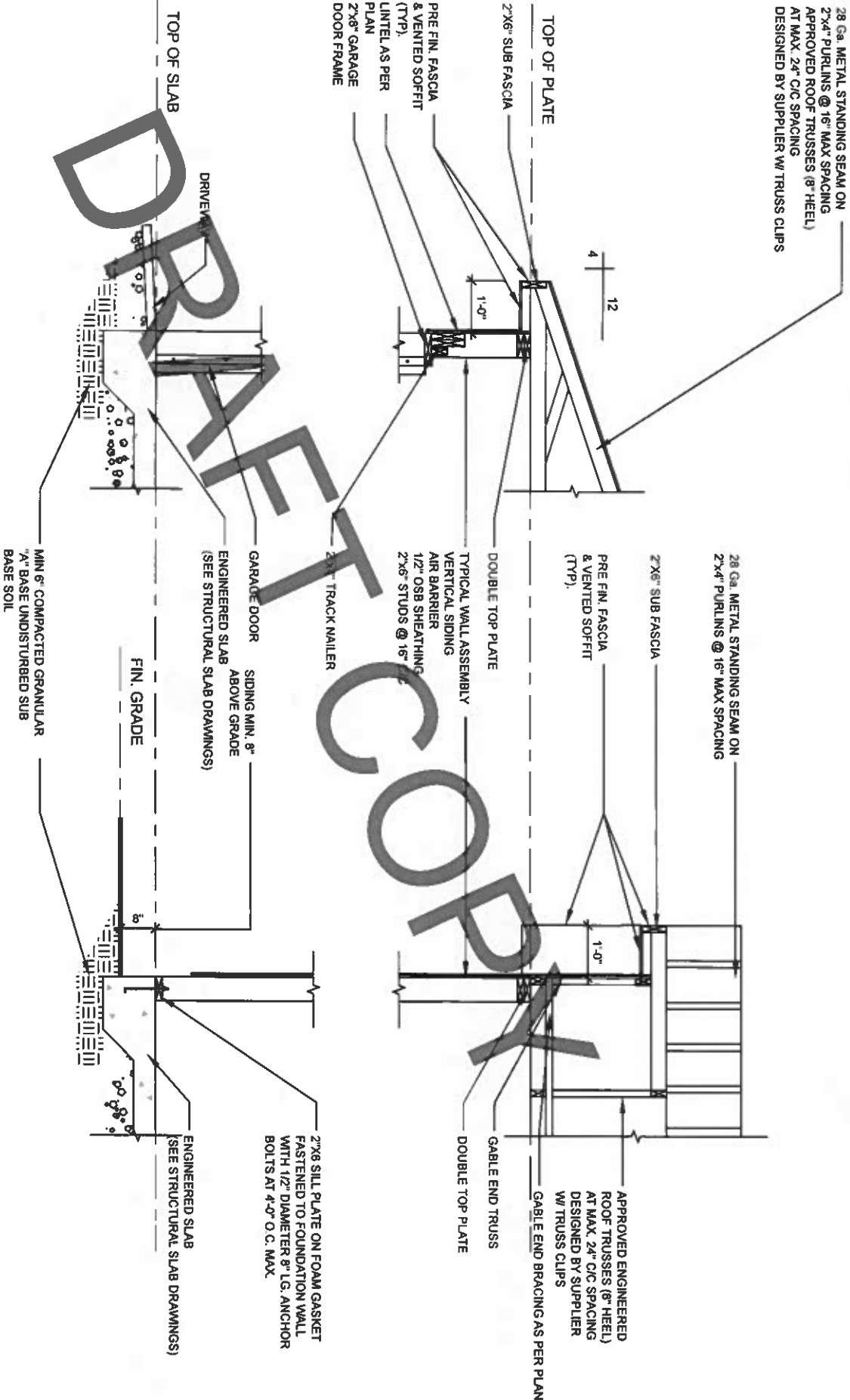
Major Line Barn
None
None, Ontario

Issue Date: Jul 22, 2026

Scale: 3/16" = 1'-0"

BUILDING SECTION

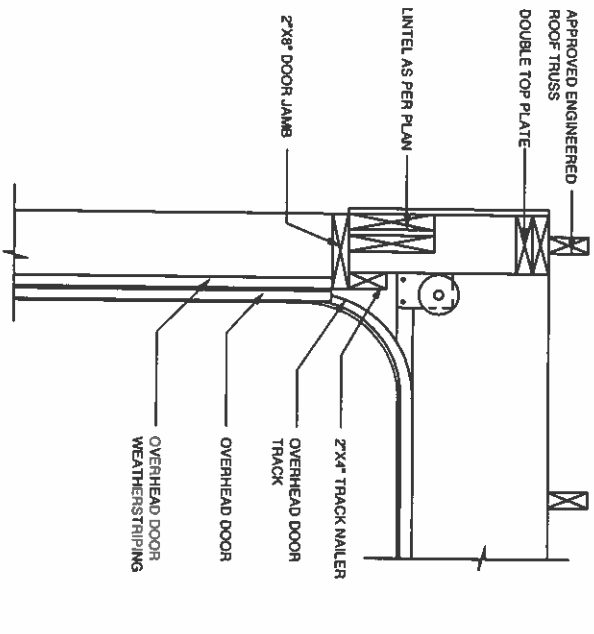
Report No:	Drawing No:
GPS-26-84781	A-7



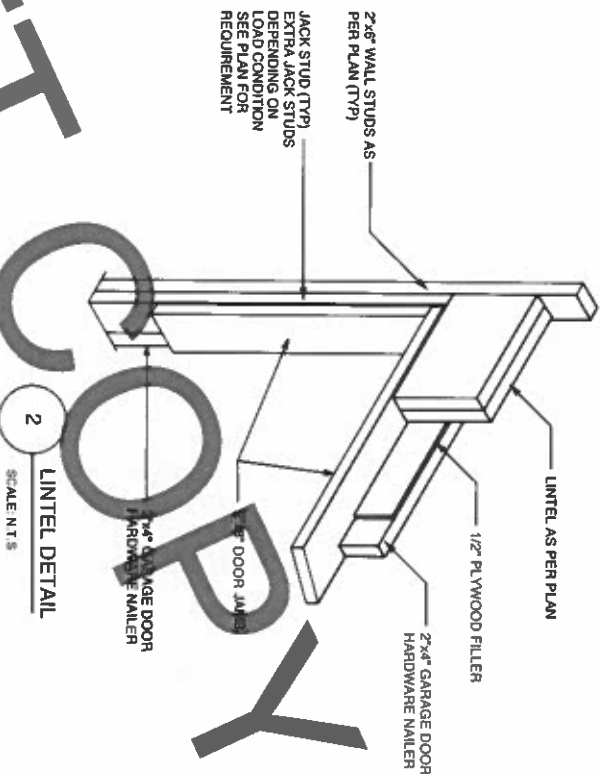
1 TYPICAL WALL SECTION AT EAVE
SCALE 1/2" = 1'-0"

2 TYPICAL WALL SECTION AT O/H DOOR & GABLE
SCALE 1/2" = 1'-0"

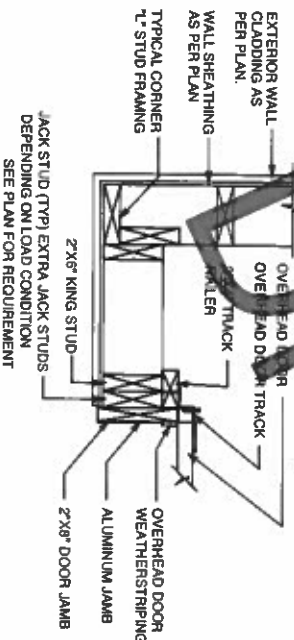
GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.	
JUST DESIGN Just Design (519) 530 4475	
IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This flattens all of our information so it cannot be changed and removes the security password.	
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.	
Major Line Barn None None, Ontario	
Issue Date: Jul. 22, 2026 Scale: AS NOTED	
WALL SECTIONS	
Report No: GPS-26-84781	Drawing No: A-8



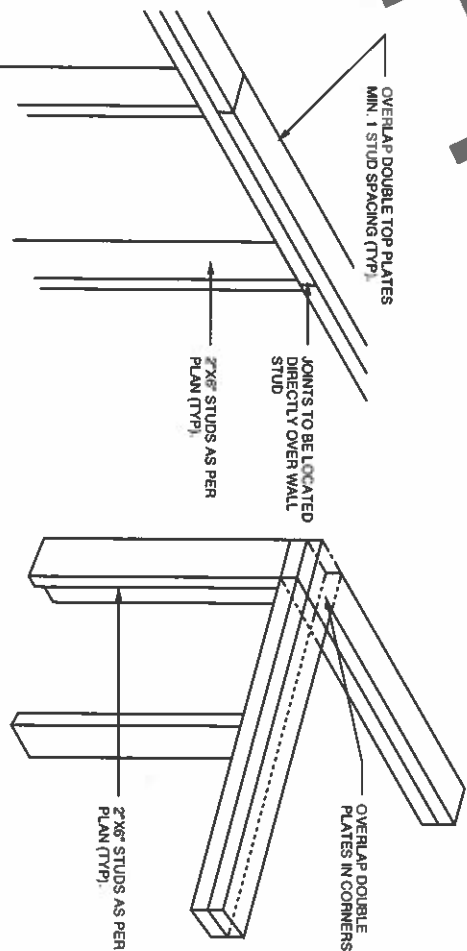
1
GARAGE DOOR JAMB DETAIL
SCALE N.T.S.



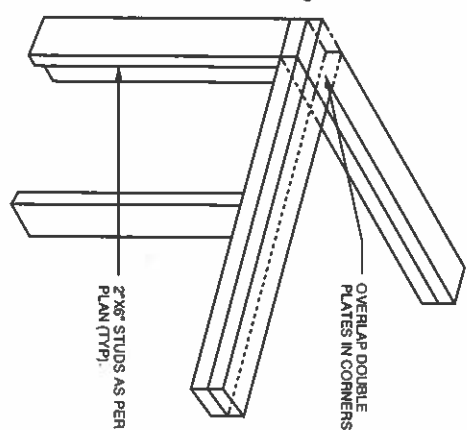
2
LINTEL DETAIL
SCALE N.T.S.



3
GARAGE O.H. DOOR JAMB DETAIL
SCALE N.T.S.



4
TOP PLATE LAP DETAIL
SCALE N.T.S.



5
DOUBLE TOP PLATE CORNER LAP
SCALE N.T.S.

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.

JUST DESIGN
Just Design
(519) 630 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This retains all of our information so it cannot be changed and removes the security password.

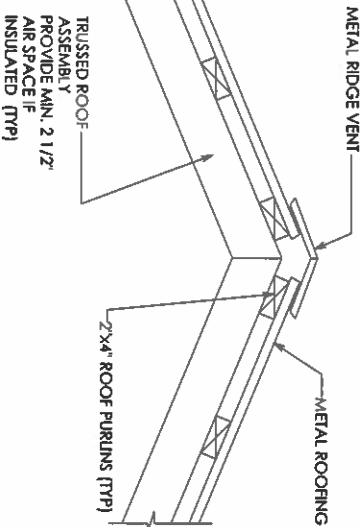
RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn
None
None, Ontario

Issue Date: Jul. 22, 2026
Scale: AS NOTED

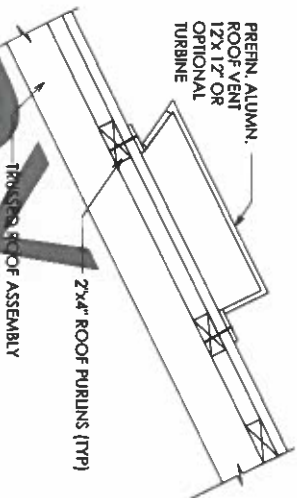
TYPICAL DETAILS

Report No: GPS-26-84781
Drawing No: A-9



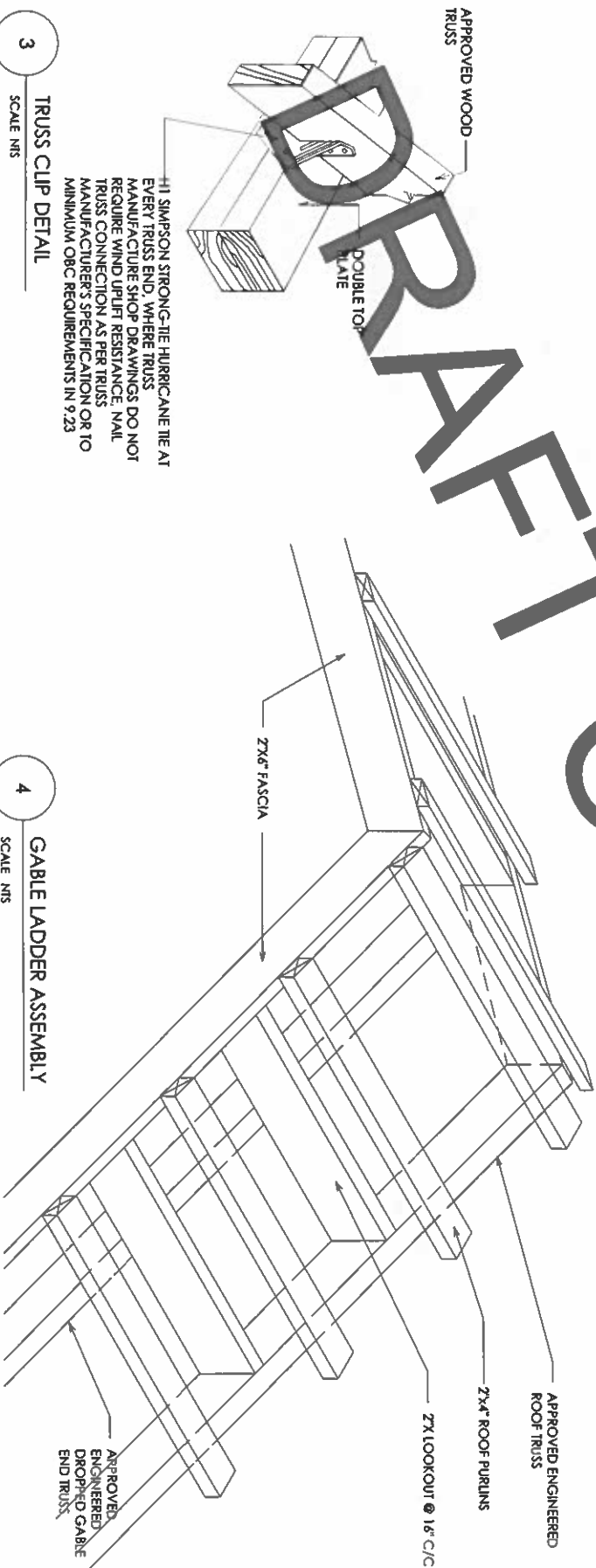
1
SCALE NTS

ROOF RIDGE VENT DETAIL



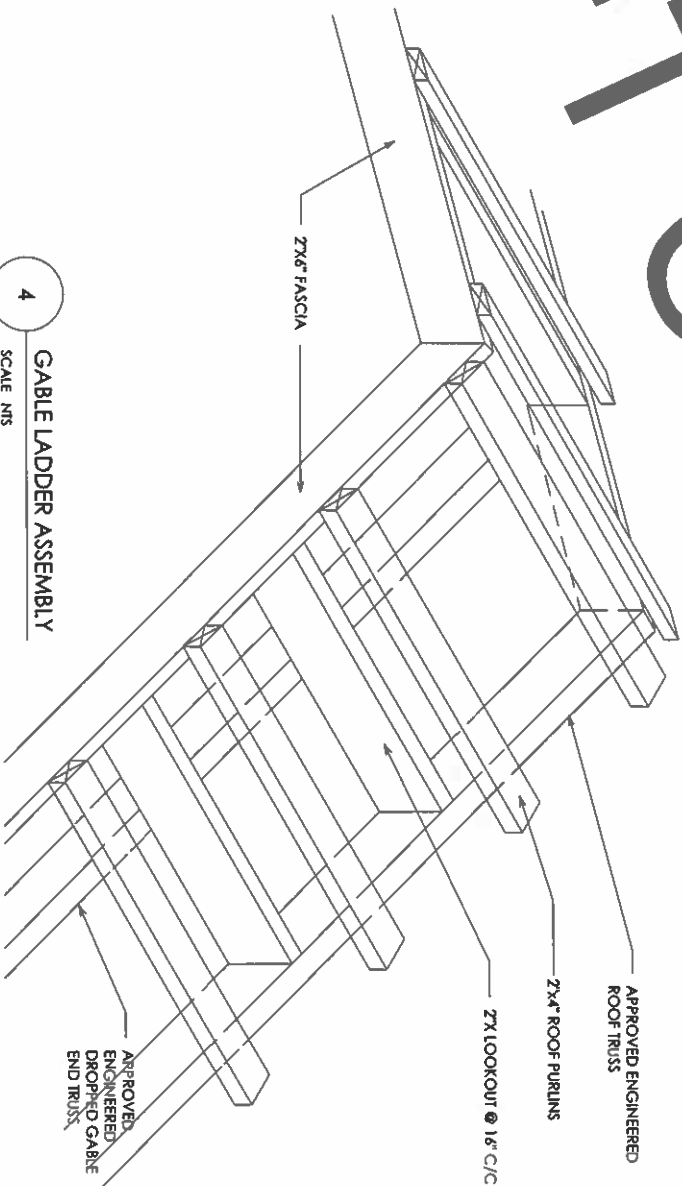
2
SCALE NTS

ROOF VENT DETAIL



3
SCALE NTS

TRUSS CLIP DETAIL



4
SCALE NTS

GABLE LADDER ASSEMBLY

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 630 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter any pertinent design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This retains all of our information so it cannot be changed and removes the security password.

RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn
None
None, Ontario

Issue Date: Jul 22, 2026

Scale: AS NOTED

TYPICAL DETAILS

Report No: GPS-26-84781
Drawing No: A-10

CONSTRUCTION NOTES

- ALL CONSTRUCTION IS TO CONFORM TO THE LATEST ONTARIO BUILDING CODE (OBC) AND TO ALL OTHER CODES AND LOCAL AUTHORITIES HAVING JURISDICTION (UNLESS OTHERWISE NOTED).
- ALL DIMENSIONS GIVEN FIRST IN IMPERIAL, FOLLOWED BY METRIC.
- WHERE THERE IS A DISCREPANCY BETWEEN THESE NOTES AND THE PLAN, THE PLAN SHALL GOVERN.
- DO NOT SCALE DRAWINGS.

FOUNDATION SUBGRADE

- FOOTINGS TO BE ON NATIVE NON-ORGANIC UNDISTURBED STABLE SOIL WITH A MINIMUM BEARING CAPACITY OF 75 kPa (BL.S).
- ASSUMED WITH NO SOIL REPORT
- THE LOCAL BUILDING OFFICIAL MUST COMPLETE AN INSPECTION OF THE FOOTINGS PRIOR TO PLACING OF CONCRETE
- THE FOOTING BEARING ELEVATION MUST BE SET A MINIMUM OF 24" ABOVE THE WATER TABLE. SHOULD THERE BE ANY EVIDENCE TO SUGGEST THE WATER TABLE IS WITHIN 24" OF THE PROPOSED UNDERSIDE OF THE FOOTING A GEOTECHNICAL ENGINEER IS TO BE CONTACTED.
- IF A SOIL INVESTIGATION REPORT PROVIDED BY A GEOTECHNICAL ENGINEER CONFIRMS A BEARING CAPACITY GREATER THAN 75 kPa, THEN A GREATER BEARING CAPACITY CAN BE USED.

FOOTINGS / SLABS

- TYPICAL STRIP FOOTING: 8.15.1**
 - BASED ON 16-1" (4.0m) MAX. SUPPORTED JOIST LENGTH.
 - MIN. 2200Psi (15MPa) CONCRETE AFTER 28 DAYS (8.15.2).
 - FOOTINGS SHALL REST ON UNDISTURBED SOIL, ROCK, OR COMPACTED GRANULAR 4-6" BELOW FINISHED GRADE UNLESS NOTED OTHERWISE ON THE PLANS (8.15.3.2).
 - ENGINEERED FILL IS TO BE INSPECTED BY A CERTIFIED GEO-TECHNICAL SOILS ENGINEER.
 - THE ASSUMED SOIL BEARING CAPACITY SHOWN ON SHEET A-1 MAY REQUIRE A REVIEW BY A CERTIFIED GEOTECHNICAL ENGINEER PRIOR TO POURING FOOTINGS
- TYPICAL STRIP FOOTING - (EXTERIOR WALLS) 8.15.3.4**
 - FOOTING TO EXTEND 4-6" BELOW GRADE BUT NOT LESS THAN THE DEPTH OF FROST PENETRATION UNLESS ADEQUATE INSULATION PROTECTION IS PROVIDED.
 - 1 & 2 STOREY: 16" X 6" (405mm X 153mm).
 - 3 STOREY: 20" X 8" (508mm X 203mm).

FINISHING FOOTINGS TO BEDROCK

- FROST PROTECTION IS NOT REQUIRED.
- ROCK TO BE CLEAN AND FREE OF DEBRIS.
- FOOTING TO BE PINNED TO BEDROCK WITH 10M ANCHORS (SEE PLAN).
- IF OVERALL SLOPE GREATER THAN 1:1, EXTERIOR BEARING IS REQUIRED.

TYPICAL STRIP FOOTING - (EXTERIOR BEARING WALLS) 8.15.3.8

- STEP FOOTING OBC 8.15.3.9
 - SIZES AS PER NOTES 1 & 15.3.2.
 - 23.5MP (600mm) MAX. VERTICAL RISE
 - 23.5MP (600mm) MIN. HORIZONTAL RISE

DRAINAGE TILE OR PIPE 8.14.3 - 8.01.01 ENGINEERED SLAB APPLICATIONS

- MATERIALS SHALL CONFORM TO OBC 8.14.3.1.
- 4" (100mm) MIN. DIA.
- LAID ON UNDISTURBED OR WELL-COMPACTED SOIL.
- TOP OF TILE OR PIPE TO BE BELOW BOTTOM OF FLOOR SLAB.
- COVER TOP AND SIDES OF TILE OR PIPE WITH 6" (150mm) OF CRUSHED STONE OR OTHER CLEAN GRANULAR MATERIAL.
- TILE SHALL DRAIN TO SUMP OR APPROVED FROST-FREE OUTLET.

GARAGE CONCRETE SLAB ON GROUND

- 4" (100mm) CONCRETE SLAB.
- CONCRETE TO BE DESIGNED TO A MINIMUM 28-DAY 32MPa COMPRESSIVE STRENGTH WITH 0.4% AIR ENTRAINMENT. THE SLAB CONSTRUCTION MUST CONFORM TO CANCSA A23.3-04 AND THE ONTARIO BUILDING CODE.
- PLACE SLAB ON MIN. 5" GRANULAR 1/4" FILL (0809.14.4.2) (COMPACTED TO 98% SPD) ON SOUND UNDISTURBED ORIGINAL SUB-GRADE. ALTERNATIVELY THE SLAB BASE MAY BE A MINIMUM OF 5" OF 3/4" CLEAR STONE WITHOUT COMPACTION.
- 6" X 6" (W2.8 X W2.8) WIRE MESH LOCATED NEAR MID-DEPTH OF SLAB.
- WELDED WIRE FABRIC TO CONFORM TO CSA G30.3M.
- SAW CUT TO 25% OF SLAB THICKNESS TO CONTROL SHRINKAGE CRACKING. REINFORCING MUST NOT BE CUT WITH THIS OPERATION, AND CARE MUST BE TAKEN TO PLACE THE REINFORCING TO ALLOW ADEQUATE CONCRETE TOP COVER FOR SAW-CUTTING PURPOSES.

OPTIONAL ENGINEERED SLAB

- REINFORCING SHALL BE DETAILED, BENT, PLACED, AND SUPPORTED TO CONFORM TO ACI STANDARD 315 AND THE MANUAL OF STANDARD PRACTICE PUBLISHED BY THE REINFORCING STEEL INSTITUTE.
- SEE ATTACHED ENGINEERED SLAB PLANS FOR STEEL SIZING AND PLACEMENT.

STEEL COLUMNS

- WHERE COLUMN SITS ON FCM WALL, USE 4" X 6" X 5/8" (100mm X 200mm X 16mm) BASE PLATE SECURED WITH (2)-3/8" DIA. (16 mm) X 8" L.G. X 2" HOOK ANCHOR BOLTS.
- EXTERIOR OF STEEL COLUMNS SUSCEPTIBLE TO CORROSION SHALL BE TREATED WITH A RUST-INHIBITING PAINT OR GALVANIZED.

WOOD COLUMN

- 5 1/2" X 5 1/2" (140mm X 140mm) SOLID.
- 7 1/4" DIA (187mm) UNLESS CALCULATIONS PROVE A LARGER SIZE IS REQUIRED, AS PER OBC 17.4.1. (2).
- APPROVED MULTI-SHOE ANCHORED TO FTM.
- CONCRETE COVER PER PLANS.
- WOOD COLUMN SHALL BE NO LESS THAN THE WIDTH OF SUPPORTING MASONRY, AS PER ENGINEERED DETAIL.

FOUNDATIONS

LOAD BEARING MASONRY NOTES:

- THE FOLLOWING INDICATE ONLY THE MINIMUM REQUIREMENTS APPLICABLE TO STRUCTURAL LOAD-BEARING MASONRY, BASED ON EMPIRICAL RULES FOR PLAIN MASONRY.
- REFER ALSO TO ARCHITECTURAL DRAWINGS FOR THE SPECIFICATION FOR REQUIREMENTS OTHER THAN STRUCTURAL, AND FOR NON-LOAD-BEARING WALLS AND PARTITIONS.

MASONRY CONSTRUCTION TO CONFORM TO CSA A307-14 AND STANDARDS CAN2-S304-M.

CONCRETE BLOCKS & BRICKS:

- TO CONFORM TO ONE OR MORE OF CSA A165.1M, 2M, 3M, OR 4M.
- BLOCKS TO BE MODULAR UNITS AS SHOWN ON THE ARCHITECTURAL DRAWINGS AND/OR SPECIFICATIONS AND UNLESS OTHERWISE NOTED SHALL BE:
 - FOR BELOW-GRADE & EXTERIOR EXPOSED WALLS, USE NORMAL WEIGHT UNITS:
 - STANDARD HOLLOW, TYPE H155AM.
 - 75% SOLID, TYPE S155AM.
 - 100% SOLID, TYPE S155AM.
 - CLAY BRICKS TO CONFORM TO ONE OR MORE OF CSA A82.1M, 3M, 4M, 5M, OR 6M. SEE ARCHITECTURAL DRAWINGS AND/OR SPECIFICATIONS FOR TYPES & STYLES OF BRICKS REQUIRED, UNLESS OTHERWISE NOTED. THE MINIMUM COMPRESSIVE STRENGTH (BRICK FLATWISE) GROSS AREA SHALL BE 20 MPa.
- MASONRY DESIGN SHALL CONFORM TO S304 LATEST STANDARD.

MORTAR AND GROUT:

- MORTAR: CONFORM TO CSA A17M FOR LAYING CONCRETE BLOCKS.
 - USE TYPE "S" MORTAR UNLESS NOTED FOR LAYING CLAY BRICKS.
 - USE TYPE "3" MORTAR UNLESS NOTED FOR MASONRY GROUT.
- TO CONFORM TO CSA A179-M WITH A SLUMP OF +200mm (+8") AND THE MINIMUM 28-DAY COMPRESSIVE STRENGTH SHALL BE 12.5 MPa.

MASONRY CONNECTORS:

- (ANCHORS, FASTENERS, & TIES) SHALL CONFORM TO CSA CAN2-A370-M AND BE INSTALLED TO COMPLY WITH CSA CAN2-A371-M, SPACING, STRENGTH, AND GALVANIZING OF STRIP TIES, DOVETAIL ANCHORS, BAR ANCHORS, ROD ANCHORS, STRAP ANCHORS, WALL, AND PARTITION ANCHORS SHALL COMPLY WITH CSA CAN2-A370-M.

HORIZONTAL JOINT REINFORCEMENT FOR ALL MASONRY WALLS:

THE FOLLOWING MINIMUM REQUIREMENTS:

1. CONFORM TO CSA CAN2-A370-M & CAN2-A371-M.
2. REINFORCEMENT SHALL BE APPROVED AS A CONTINUOUS "LADDER" TYPE (BLOCK WITH 16" (4.76mm) DIAMETER LONGITUDINAL AND CROSS WIRES. SPACING: REINFORCING IN THE TOP COURSE IMMEDIATELY BELOW FLOOR AND ROOF BEARING LEVELS AND THE FIRST TWO COURSES ABOVE AND BELOW ANY WALL OPENING. THE REINFORCING SHALL EXTEND 600mm (24") BEYOND EACH OPENING. FOR THE REMAINDER OF WALLS, THE VERTICAL SPACING SHALL NOT EXCEED 400mm (16").
3. OVERLAP SPACES SHALL BE A MINIMUM OF 150mm (6") FOR UNBUNDLED WIRE AND 300mm (12") FOR PLAIN WIRE. LAPS SHALL BE STAGGERED A MINIMUM OF 750mm (30") FROM COURSE TO COURSE. REINFORCING SHALL NOT PASS THROUGH A VERTICAL CONTROL JOINT UNLESS OTHERWISE SHOWN.
4. CORROSION RESISTANCE: JOINT REINFORCING FOR ALL WALLS IN CONTACT WITH SOIL, EXTERIOR WALLS, AND WALLS IN A MOST ENVIRONMENT SHALL BE HOT-DIPPED GALVANIZED AFTER FABRICATION TO ASTM A153-82, 459 g/m² (min) (15 oz./sq.ft.) (6).
5. PROVIDE ALL PREFABRICATED CORNER AND TEE SECTIONS.
6. COMPOSITE WALLS:
 - SHALL HAVE THE VERTICAL COLLAR JOINTS BETWEEN WYTHES COMPLETELY FILLED WITH MORTAR OR GROUT.
7. BOND BEAMS:
 - MADE FROM UNTEL BLOCKS OR HALF-WEB BLOCKS WHERE SHOWN ON STRUCTURAL DRAWINGS SHALL CONFORM TO CSA A371-M.
8. GROUTING:
 - BY FILLING VOIDS OF HOLLOW UNIT & REINFORCED HOLLOW UNITS SHALL CONFORM TO CSA 1-371-M (MORTAR IS NOT ACCEPTABLE).
9. EXPANSION & CONTROL JOINTS:
 - SHALL BE PROVIDED WHERE THE LENGTH OF MASONRY WALL IS GREATER THAN 80'

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



(BD) remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printed drawings. Information in any way, if you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This fulfills all of our information so it cannot be changed and removes the security password.

RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn

None
None, Ontario

Issue Date: Jul 22, 2026

Scale: N/A

CONSTRUCTION NOTES

Report No: GPS-26-84781	Drawing No: A-11
-------------------------	------------------

EXECUTION:

- BEARING ON MASONRY:
- MINIMUM BEARING ON MASONRY UNLESS OTHERWISE NOTED:
 - BEAMS (STEEL, CONC., WOOD): 200mm (8") NOMINAL.
 - LINTELS (STEEL, CONC., WOOD): 150mm (6") NOMINAL.
 - JOISTS (STEEL, WOOD): 100mm (4") NOMINAL.
 - SLABS (CAST-IN-PLACE, PRECAST): 100mm (4") NOMINAL.
 - STEEL DECKING(ON WELD PLATE): 100mm (4") NOMINAL.
 - MASONRY BEARINGS SHALL BE OF SOLID BLOCKS (OR GROUTED SOLID) OR BRICKS LAID IN MORTAR. ALL JOINTS ARE TO BE FULLY FILLED WITH TYPE 3 MORTAR.
 - MIN. SIZE OF SOLID BEARINGS AT BEAMS AND LINTELS UNLESS NOTED SHALL BE EQUAL TO TWICE THE BEARINGWALL PLATE (WP) LENGTH AND FOR A DEPTH EQUAL TO THE BEARINGWALL PLATE (WP) LENGTH, AND IN NO CASE LESS THAN 400 mm LONG X 200 mm DEEP (16" X 8"). SYMMETRICAL UNDER BEARING POINT.
 - PROVIDE A MINIMUM OF ONE CONTINUOUS COURSE 200mm (8") OF SOLID OR GROUTED VOID BLOCKS OR BRICKS LAID IN MORTAR AT THE TOP COURSE IMMEDIATELY BELOW ALL FLOOR AND ROOF BEARING LEVELS.
- COLD WEATHER CONSTRUCTION:
- REQUIREMENTS & PROTECTION SHALL CONFORM TO CSA CAN3 A371-14M AND UNDER NO CIRCUMSTANCES SHALL MASONRY CONSTRUCTION BE PERMITTED WHEN THE AIR TEMPERATURE FALLS BELOW -12°C.

CAST-IN PLACE CONCRETE NOTES:

- CONCRETE FOUNDATION WALLS TO BE MINIMUM 8" (200mm) THICK AND HAVE A MINIMUM COMPRESSIVE STRENGTH OF 15 MPa. (MIN 20 MPa IS RECOMMENDED).
- GENERAL
- PROVIDE ALL LABOUR, MATERIALS, TOOLS, AND EQUIPMENT REQUIRED TO CARRY OUT THE WORK.
 - REFER ALSO TO GENERAL NOTES, NOTES UNDER PLANS AND SCHEDULES, TYPICAL DETAILS, AND SPECIFICATION.

PRODUCTS

- PORTLAND CEMENT, WATER, AND AGGREGATES SHALL CONFORM TO CSA CAN3-A23.1M.
- PROVIDE AN APPROVED WATER-REDUCING ADDITIVE IN ALL CONCRETE.
- PROVIDE AN APPROVED AIR ENTRAINING ADDITIVE IN ALL CONCRETE. IT WILL BE EXPOSED TO A FREEZE-THAW CYCLE AND/OR THE ACTION OF DE-ICING ADAMTURES SHALL CONFORM TO CSA CAN3-A23.1M.
- FORMWORK SHALL CONFORM TO CSA CAN3-A23.1M AND REINFORCEMENT SHALL CONFORM TO CSA S283.1.
- REINFORCING STEEL UNLESS SPECIFICALLY NOTED, SHALL BE DEFORMED BARS CONFORMING TO CSA S283.1.
- WELDED WIRE FABRIC SHALL CONFORM TO CSA S283.1.
- REINFORCING SHALL BE DETAILLED, BE PLACED, AND SUPPORTED TO CONFORM TO ACI STANDARD 318 AND THE MANUAL OF STEEL CONSTRUCTION PUBLISHED BY THE REINFORCING STEEL INSTITUTE.
- CURING AND SEALING COMPOUNDS, WHEN APPROVED FOR USE, SHALL CONFORM TO ASTM STANDARD C672.
- GENERALLY ALL CONCRETE SURFACES ARE TO BE SEALED UNLESS NOTED OTHERWISE. COMPOUNDS ARE TO BE COMPATIBLE WITH APPLIED FINISHES.

EXECUTION

- MINIMUM COMPRESSIVE STRENGTH FOR CONCRETE @ 28 DAYS SHALL BE AS NOTED ON THE DRAWINGS OR GENERAL NOTES.
- SUMP AT THE POINT OF DISCHARGE SHALL BE CONSISTENT AT 90mm x 20mm (3 1/2" x 3/4") UNLESS NOTED OTHERWISE. GREATER SUMPS ARE NOT ACCEPTABLE.
- CONCRETE MIXING, TRANSPORTATION, HANDLING, AND PLACING SHALL CONFORM TO CSA CAN3-A23.1M.
- CONSTRUCTION JOINTS FOR SLABS AND BEAMS NOT SHOWN ON THE DRAWINGS SHALL BE APPROVED BY THE STRUCTURAL CONSULTANT BEFORE CONSTRUCTION. GENERALLY, JOINTS IN SLABS SHALL BE AT RIGHT ANGLES TO THE SPANS, AT MID-SPAN IF POSSIBLE, AND BE CLEAR OF SUPPORTS AND POINT LOADS.
- OPENINGS AND DRIVEN FASTENERS REQUIRED IN THE CONCRETE AFTER THE CONCRETE IS PLACED SHALL BE APPROVED BY A STRUCTURAL CONSULTANT BEFORE PROCEEDING.
- FINISHING, REFER TO ARCHITECTURAL DRAWINGS AND SPECIFICATIONS FOR REQUIRED FINISH TO EXPOSED CONCRETE. ALL HONEYCOMBING SHALL BE CUT OUT AND FILLED. FLOOR FINISHES SHALL BE AS REQUIRED BY THE ARCHITECTURAL DRAWINGS AND SPECIFICATIONS AND SHALL CONFORM TO CSA STANDARD CAN3-A23.1M (CLASS A FINISH UNLESS NOTED).
- TOLERANCES FOR PLACING STRUCTURAL CONCRETE, REINFORCING STEEL, CAST-IN HARDWARE, AND FOR FLOOR AND ROOF FINISHES SHALL BE AS SPECIFIED IN CSA STANDARD CAN3-A23.1M.

QUALITY CONTROL

FOR INSPECTION AND TESTING, SEE GENERAL NOTES.

ICF FOUNDATION WALL NOTES:

- ICF FOUNDATION WALL.
- DAMP-PROOF EXTERIOR SURFACE.
- INSULATED CONCRETE FORM FOUNDATIONS MUST BE FILLED IN ACCORDANCE WITH THE APPROVED MANUFACTURER'S SPECIFICATION.
- ROOF FRAMING IS TO BE FILLED TO TOP PLATES.

ICE FOUNDATION MINIMUM WALL REINFORCEMENT (PART 9 PER SCRIPT)

HORIZONTAL REINFORCEMENT:

- 10M BARS SPACED NOT MORE THAN 23 5/8" (600mm) O.C. ON THE INSIDE HALF OF THE WALL SECTION, WITH A MINIMUM COVER OF 1 1/4" (30mm) FROM THE INSIDE FACE OF THE CONCRETE.
- ONE 10M BAR PLACED NOT MORE THAN 11 3/4" (300mm) FROM THE TOP OF THE WALL.

VERTICAL REINFORCEMENT:

- 10M BARS SPACED AT 10" (250mm) O.C. ON THE INSIDE HALF OF THE WALL SECTION, WITH A MINIMUM COVER OF 1 1/4" (30mm) FROM THE INSIDE FACE OF THE CONCRETE.
- WHERE INTERRUPTED BY WALL OPENING, BARS SHALL BE PLACED NOT MORE THAN 23 5/8" (600mm) FROM EACH SIDE OF THE OPENING.

MAIN FLOOR LEVEL ICF WALLS:

- COVER INSIDE FLOOR WITH DRYWALL OR APPROVED WOOD SHEATHING. INSTALL IN ACCORDANCE WITH 8.29 OF THE ONTARIO BUILDING CODE .

ENGINEERED WOOD ACCEPTABLE TYPES:

- LP STRUCTART BY LOUISIANA PACIFIC.
- GANGALAM BY GANGALAM CANADA LTD.
- MICROLAM BY TROST JOIST CORPORATION.
- PARALLAM BY MACMILLAN BLOCK LTD.
- LAMINATED VENEER LUMBER (LVL): WOOD VENEERS AND ADHESIVES SHALL BE IN ACCORDANCE WITH APPROVED MANUFACTURER'S STANDARDS AND APPLICABLE CSA STANDARDS.
- ALL MEMBERS SHALL BEAR IDENTIFICATION MARKS OF THE MANUFACTURER.
- NAILING AND/OR BOLTING OF MULTI-PLYS SHALL BE IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS AND IN NO CASE LESS THAN 2 ROWS OF 16d (3 1/2") NAILS AT 300mm (12") CENTRES, EACH ROW.
- WALLS INTO EDGES OF LVL SHALL BE SPACED AT A MINIMUM OF 150mm (6") FOR 16d (3 1/2") NAILS AND 100mm (4") FOR 10d (3") NAILS.
- LVL, MIK, END BEARING TO BE AS PER BEAM REPORT.

FRAME WALL CONSTRUCTION

LUMBER:

- UNLESS OTHERWISE NOTED, TO BE SPRUCE-PINE-FIR (SPF), GRADE NO. 2, CONFORMING TO CSA STANDARD WITH 0.41 WITH A MAXIMUM MOISTURE CONTENT OF 19% AT THE TIME OF INSTALLATION. LUMBER SHALL BEAR THE GRADING STAMP OF AN AGENCY APPROVED BY THE CANADIAN LUMBER STANDARDS ADMINISTRATION BOARD.
- WALLS, SPIKES, AND STAPLES TO CSA STANDARD B111 GALVANIZED FOR EXTERIOR WORK, OR HIGHLY HAND ARMED AND FOR TREATED LUMBER, PLAIN ELSEWHERE. NAILING OF FRAMING, UNLESS OTHERWISE NOTED, SHALL CONFORM TO TABLES 8.23.3 A, B, AND 8.23.13 A IN THE ONTARIO BUILDING CODE .
- ROUGH HARDWARE: BOLTS, NUTS, WASHERS, LAGS, PINS, SCREWS, ALL TO BE HOT DIP GALVANIZED.
- WOOD PRESERVATIVES (PRESSURE TREATED): WHERE REQUIRED, TO CONFORM TO CSA STANDARD 06641.
- FRAMING ANCHORS: FRAMING ANCHORS, JOIST HANGERS, BEAM HANGERS, POST CAPS, POST CLOSERS, BACK-UP CLIPS, AND ANGLES, UNLESS OTHERWISE SHOWN ON THE STRUCTURAL DRAWINGS, ARE ALL TO BE AS MANUFACTURED BY THE ENGINEERING COMPANY (TECO) OR AN APPROVED EQUAL, SIZED TO THE JOIST/HANGER, ALL ARE TO BE INSTALLED IN STRICT ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS UTILIZING "SPECIAL" WALLS WHERE REQUIRED.

STUD WALLS:

- PROVIDE FULL WIDTH SILL PLATES, MATCHING WIDTH OF STUD WALL, ANCHORED TO FOUNDATION WITH 12mm (1/2") DIAMETER BOLTS X 250mm (10") LONG AT 1200mm (4'-0") CENTRES. BOLTS TO BE GROUTED OR CONCRETED IN SOLID.
- PROVIDE MINIMUM TWO (2) TOP PLATES FOR LOAD-BEARING WALLS. PLATES TO BE LAPPED OR TIED AT CORNERS AND INTERSECTIONS.
- WOOD STUDS AS PER PLAN 8.23.10.1.
- EXTERIOR SIDING TO COMPLY WITH LIMITING DISTANCE REQUIREMENTS AS LISTED IN THE OBC 8.10.14, WHERE THE WALL IS CLOSER THAN 2.0" TO THE PROPERTY LINE.
- SILING OR STUCCO AS PER ELEVATIONS, MIN. 8" (200mm) FROM FINISHED GRADE.
- STONE OR BRICK AS PER ELEVATIONS, MIN. 6" (150mm) FROM FINISHED GRADE.
- WALL SHEATHING MEMBRANE TO BE MIN. 7/16" OSB SHEATHING OR EQUIVALENT AS PER CODE 8.23.16.
- WALL SHEATHING SHALL BE INSTALLED SO THAT ALL ENDS ARE SUPPORTED WITH END JOINTS STAGGERED, A GAP OF NOT LESS THAN 2mm (1/16") SHALL BE LEFT BETWEEN SHEETS OF PLYWOOD, WATER BOARD, OR FIBRE BOARD. MAKE BUTT JOINTS ON SOLID MATERIAL.
- SECURE WALL SHEATHING TO FRAMING MEMBERS WITH 2 1/2" COMMON SPIRAL NAILS SPACED NOT GREATER THAN 6" ON THE EDGES & 12" IN THE FIELD OF THE BOARD.
- NOTCHING & DRILLING: ONLY ALLOWED WITHIN THE LIMITATIONS SET OUT IN THE ONTARIO BUILDING CODE.
- BEAMS, LINTELS, AND JOISTS SHALL BE GRADED BY AN APPROVED LUMBER GRADING AGENCY & SUPPLIED BY AN APPROVED MANUFACTURER.

GALE WALL WITH LARGE OPENINGS:

ANALYSIS OF THE GARAGE FRONT WALL SHEAR RESISTANCE HAS NOT BEEN CONDUCTED DUE TO THE APPARENT PAST INSIGNIFICANCE OF SMALL ONE-STORY WOOD FRAME UNHABITED STRUCTURES. PAST PERFORMANCE OF SIMILAR BUILDINGS HAS PRESENTED LITTLE OR NO DATA THAT HAS PROVEN THIS ASPECT OF A GARAGE STRUCTURE TO FAIL UNDER LATERAL WIND LOAD FORCES. PART 9 OF THE ONTARIO BUILDING CODE IS SILENT ON THE ISSUE OF LATERAL STABILITY IN EXTERIOR SHEAR WALLS. IBD THEREFORE THROUGH ITS DESIGN EXPERIENCE DEEMS THE FRONT WALL AT THIS TIME UNHABITANT FOR DETAILED SHEAR WALL ANALYSIS.

WINDOW AND MAIN DOOR:

- THE WINDOW AND MAIN DOOR ON THE SIDE CAN BE MOVED WITHIN THE WALL AS LONG AS A MINIMUM OF 16" IS MAINTAINED BETWEEN THE WINDOW AND THE DOOR, AS WELL AS BE A MINIMUM OF 16" FROM THE CORNERS.
- IF THE SIDE WINDOW OR MAIN DOOR IS MOVED WITHIN THE WALL, THE OPENING MUST BE CLEAR OF ANY GIRDER TRUSS BEARING.

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 530 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This barrier will allow information so it cannot be changed and removes the security password.

RECENT CHANGES IN THE NEW BUILDING CODE ADDRESSING LATERAL LOADS DUE TO WIND AND EARTH QUAKE HAVE BEEN CONSIDERED IN THE WALL DESIGN FOR THE SUBJECT BUILDING.

Major Line Barn

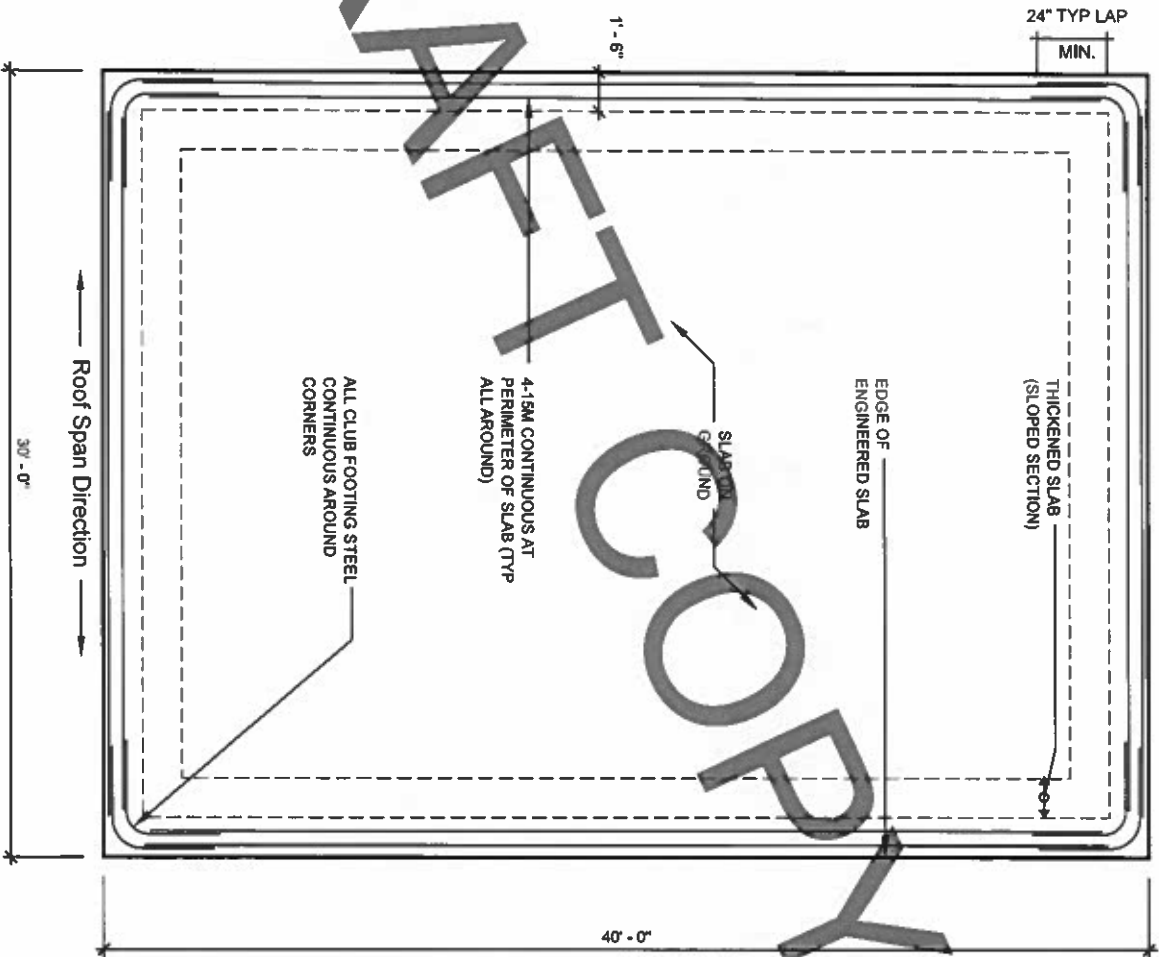
None
None, Ontario

Issue Date: Jul 22, 2026

Scale: N/A

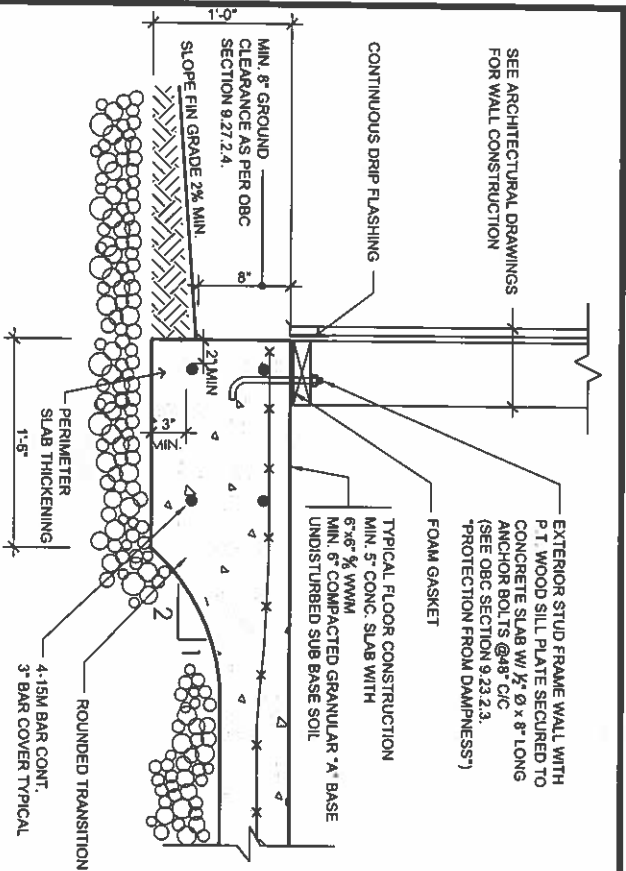
CONSTRUCTION NOTES

Report No.: GPS-26-84781
Drawing No.: A-12

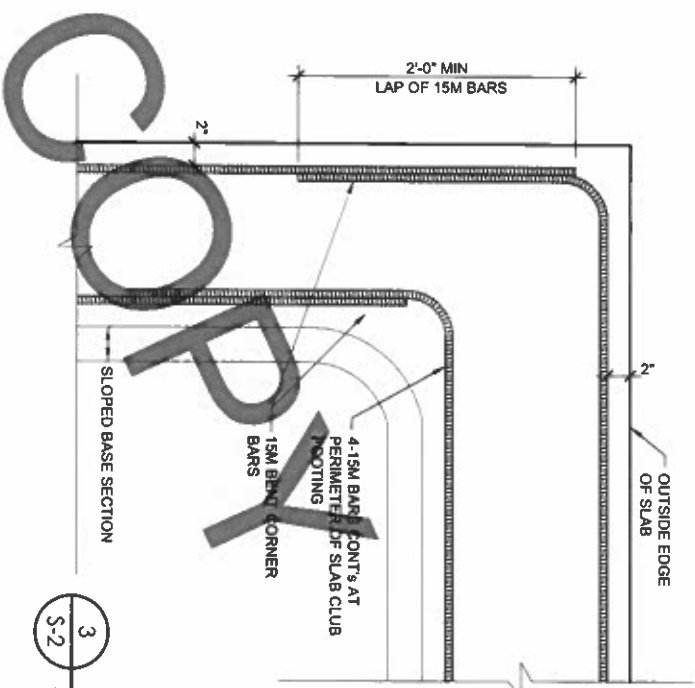


THE DESIGN FOR THE CONSTRUCTION OF THIS ENGINEERED SLAB HAS BEEN COMPLETED UNDER THE ASSUMPTION THAT BOTH A BUILDING PERMIT WILL BE OBTAINED AND THE MUNICIPAL BUILDING OFFICIAL HAS PERFORMED THE MANDATORY INSPECTIONS PRIOR TO POURING CONCRETE. SEE SLAB FOUNDATION GENERAL NOTE #1 ON DRAWING S-3.

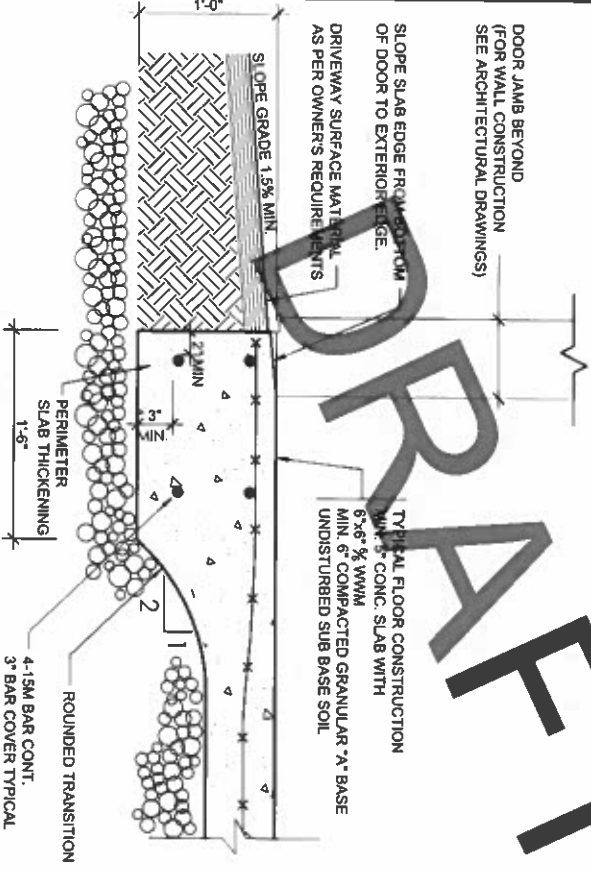
GENERAL NOTE: These drawings are not to be sealed. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.	
JUST DESIGN Just Design (519) 630 4475	
IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This retains all of our information so it cannot be changed and removes the security password.	
IBD and the engineer assume no liability for the design of the engineered slab where a building permit has not been obtained and subsequent inspections have not been completed prior to pouring concrete.	
Major Line Barn None Norne, Ontario	
Issue Date: Jul 22, 2026	
Scale: 3/16" = 1'-0"	
GARAGE SLAB PLAN	
Report No: GPS-26-84781	Drawing No: S-1



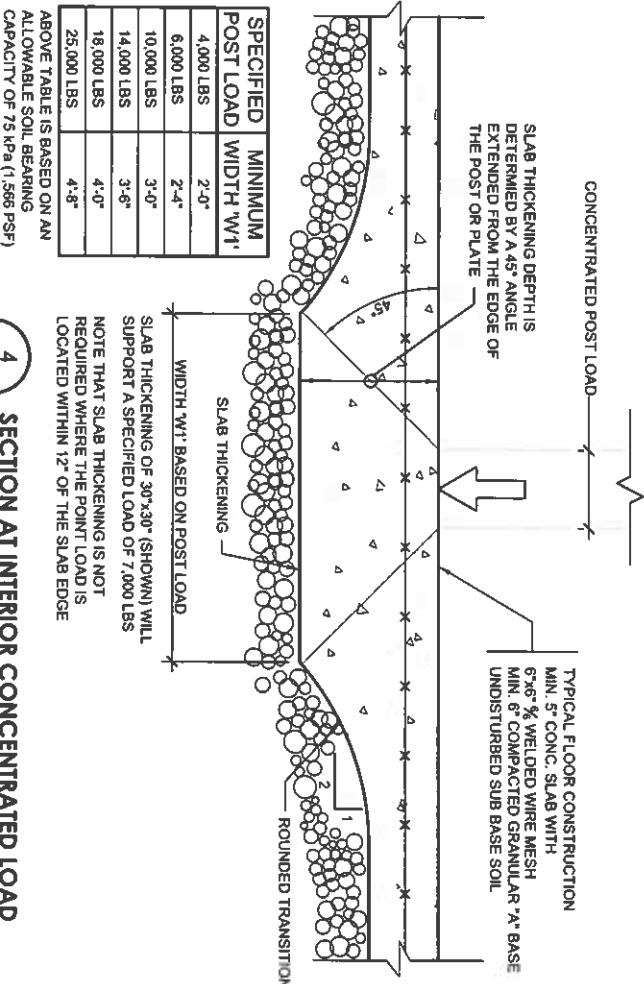
1 TYPICAL PERIMETER EDGE DETAIL
S-2 SCALE: 1" = 1'-0"



3 CORNER PLAN DETAIL
S-2 SCALE: 1" = 1'-0"



2 SECTION AT DRIVE-IN DOOR
S-2 SCALE: 1" = 1'-0"



4 SECTION AT INTERIOR CONCENTRATED LOAD
S-2 SCALE: 1" = 1'-0"

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 530 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printed design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This removes all of our information so it cannot be changed and removes the security password.

IBD and the engineer assume no liability for the design of the engineered slab where a building permit has not been obtained and subsequent inspections have not been completed prior to pouring concrete.

Major Line Item
None
None, Ontario

Issue Date: Jul 22, 2026

Scale: AS NOTED

GARAGE SLAB DETAILS

Report No: GPS-26-84781
Drawing No: S-2

CAST-IN-PLACE CONCRETE NOTES

- 1.0 GENERAL
- 1.1 PROVIDE ALL LABOUR, MATERIALS, TOOLS, AND EQUIPMENT REQUIRED TO CARRY OUT THE WORK.
- 1.2 REFER ALSO TO GENERAL NOTES, NOTES UNDER PLANS AND SCHEDULES, TYPICAL DETAILS, AND SPECIFICATION.
- 2.0 PRODUCTS
- 2.1 PORTLAND CEMENT, WATER, AND AGGREGATES SHALL CONFORM TO CSA CAN-423.1M.
- 2.2 PROVIDE AN APPROVED WATER-REDUCING ADDITIVE IN ALL CONCRETE. PROVIDE AN APPROVED AIR ENTRAINING ADDITIVE IN ALL CONCRETE WHICH WILL BE EXPOSED TO A FREEZE-THAW CYCLE AND/OR THE ACTION OF DE-ICING SALT. ADMIXTURES SHALL CONFORM TO CSA CAN-426M SERIES.
- 2.3 FORMWORK SHALL CONFORM TO CSA CAN-423.1M AND FALSEWORK SHALL CONFORM TO CSA S260.1.
- 2.4 REINFORCING STEEL, UNLESS SPECIFICALLY NOTED, SHALL BE DEFORMED BARS CONFORMING TO CSA G30.18-M GRADE 400 (50000 PSI).
- 2.4(0) FIBREGLASS REBAR BY WTS MANUFACTURER IS AN ACCEPTABLE ALTERNATIVE TO STEEL REBAR.
- 2.5 WELDED WIRE FABRIC TO CONFORM TO CSA G30.18-M.
- 2.6 REINFORCING SHALL BE DETAILED, BENT, PLACED AND SUPPORTED TO CONFORM TO ACI STANDARD 315 AND THE MANUAL OF STANDARD PRACTICE PUBLISHED BY THE REINFORCING STEEL INSTITUTE OF ONTARIO.
- 2.7 CURING AND SEALING COMPOUNDS, WHERE APPROVED FOR USE, SHALL CONFORM TO ASTM STANDARD C309. GENERALLY, ALL CONCRETE SURFACES ARE TO BE SEALED UNLESS NOTED OTHERWISE. COMPOUNDS ARE TO BE COMPATIBLE WITH APPLIED FINISHES.
- 3.0 EXECUTION
- 3.1 MINIMUM COMPRESSIVE STRENGTH FOR CONCRETE @ 28 DAYS SHALL BE AS NOTED ON THE DRAWINGS OR GENERAL NOTES (30 MPa MINIMUM).
- 3.2 SLUMP AT THE POINT OF DISCHARGE SHALL BE CONSISTENT AT 90MM ± 20MM (3 1/2" ± 3/4") UNLESS NOTED OTHERWISE. GREATER SLUMPS ARE NOT ACCEPTABLE.
- 3.3 CONCRETE MIXING, TRANSPORTATION, HANDLING, AND PLACING SHALL CONFORM TO CSA CAN-423.1M.
- 3.7 CONSTRUCTION JOINTS FOR SLABS AND BEAMS SHALL BE IN ACCORDANCE WITH THE DRAWINGS. GENERALLY, JOINTS IN SLABS SHALL BE AT RIGHT ANGLES TO THE SPANS. AT NO SPAN IF POSSIBLE, AND BE CLEAR OF BEAMS AND POINT LOADS.
- 3.8 OPENINGS AND DRIVEWAYS REINFORCED IN THE CONCRETE SURFACE. THE CONCRETE IS PLACED SHALL BE APPROVED BY A STRUCTURAL CONSULTANT BEFORE PROCEEDING.
- 3.9 FINISHING: REFER TO ARCHITECTURAL DRAWINGS AND SPECIFICATIONS FOR THE REQUIRED FINISH TO EXPOSED CONCRETE. FORMWORK COMING SHALL BE CUT OUT AND FILLED. FLOOR FINISHES SHALL BE AS REQUIRED BY THE ARCHITECTURAL DRAWINGS AND SPECIFICATIONS. SHALL CONFORM TO CSA STANDARD CAN-423.1-M (CLASS A FINISH UNLESS NOTED).
- 3.10 TO BRACES FOR PLACING STRUCTURAL CONCRETE, REINFORCING STEEL, CAST-IN HARDWARE, AND FOR FLOOR & ROOF FINISHES SHALL BE AS SPECIFIED IN CSA STANDARD CAN-423.1M.
- 4.0 QUALITY CONTROL
- 4.1 FOR INSPECTION AND TESTING, SEE GENERAL NOTES.

DESIGN LOADS/NOTES

- (DESIGN LOADS ARE UNFACTORED)
- ROOF SNOW LOAD: 2.40 kPa (50 PSF) MAX
- ROOF DEAD LOAD: 0.75 kPa (15 PSF)
- FLOOR LIVE LOAD: 2.4 kPa (50 PSF)
- FLOOR DEAD LOAD: SELF WEIGHT
- THE LIVE LOAD HAS BEEN DESIGNED FOR LIGHT VEHICLES AND EQUIPMENT. IF HEAVY COMMERCIAL USE IS ANTICIPATED, THE DESIGNER MUST BE NOTIFIED PRIOR TO THE CONSTRUCTION OF THE SLAB.
- THE ATTACHED SLAB DRAWINGS HAVE BEEN PREPARED BY A PERSON QUALIFIED TO DESIGN IN ACCORDANCE WITH PART 4 OF THE ONTARIO BUILDING CODE AND AS SUCH COMPLES WITH THE APPLICABLE PROVISIONS IN CSA A-23.3 QUALIFYING OBC SECTION 9.4.1.1.(1) & (2).

SLAB FOUNDATION GENERAL NOTES

- 1. PROVIDE ADEQUATE GRADING AND DRAINAGE. SUBGRADE SHALL BE SUITABLE FOR A MINIMUM OF 75 kPa (1500 psf) BEARING PRESSURE. ENSURE THAT THE SOIL IS FREE DRAINING AND NON-FROST SUSCEPTIBLE TO A DEPTH OF 1.2m.
- 2. CONCRETE TO BE DESIGNED TO A MINIMUM 28-DAY 32 MPa COMPRESSIVE STRENGTH WITH 6-4% AIR ENTRAINMENT FOR GARAGE AND EXPOSED SLABS. THE SLAB CONSTRUCTION MUST CONFORM TO CAN/CSA A23.3 - 14 AND THE ONTARIO BUILDING CODE.
- 3. PLACE SLAB ON MINIMUM 6" GRANULAR FILL COMPACTED TO 85% SPEC. GRADE. BASE MUST BE A MINIMUM OF 6" OF 3/4" GRADE WITHOUT COMPACTION.
- 4. SLOPE PERIMETER GRADE TO DRAIN AWAY FROM THE SLAB. IN CASES WHERE THE CONDITIONS OF EXISTING GRADES WILL NOT PERMIT SUFFICIENTLY PERMIT THE SLOPES AWAY FROM THE SLAB, A SWEEPING TILE SHALL BE INSTALLED TO DRAIN AFFECTED AREAS AND DRAINED TO A SUITABLE LOCATION AWAY FROM THE SLAB EDGES.
- 5. A MINIMUM 2" OF DEFORMED GRATE OR CONCRETE TO THE CSA-G30.18-M STANDARD. PROVIDE FOR 100A & 150A BARS WITH A MINIMUM 28" LAP MIN. STRUCTURE.
- 6. THIS SLAB ON GROUND IS DESIGNED FOR A ONE OR TWO-STORY WOOD-FRAMED STRUCTURE.
- 7. SLAB CUT TO 25% OF SLAB THICKNESS TO CONTROL SHRINKAGE CRACKING. REINFORCING MUST NOT BE CUT WITH THIS OPERATION, AND THEREFORE CARE MUST BE TAKEN TO PLACE THE REINFORCING, ALLOWING ADEQUATE CONCRETE TOP COVER FOR SAWCUTTING PURPOSES.
- 8. FLOOR FINISHES (E.G., CERAMIC TILE) MUST BE INSTALLED WITH SUFFICIENT ISOLATION JOINT MATERIAL TO PREVENT DAMAGE DUE TO MOVEMENT WHERE TEMPERATURE, SHRINKAGE, OR SETTLEMENT MIGHT ADVERSELY AFFECT THE SLAB'S FLATNESS OR DIMENSIONAL STABILITY.
- 9. HYDRONIC HEATING LINES UP TO 3/4" TUBING ARE PERMITTED.

BELOW GRADE INSULATION

- ALL BELOW GRADE INSULATION TO HAVE A MINIMUM UTMATE COMPRESSIVE STRENGTH OF 20 PSI UNLESS NOTED OTHERWISE IN THE SECTION DETAIL & ALL BELOW GRADE INSULATION MUST BE APPROVED FOR BELOW GRADE USE. ALL PERIMETER INSULATION SHALL BE SLIGHTLY SLOPED AWAY FROM THE SLAB IT PROTECTS. MIN. R-VALUES SHALL BE IN ACCORDANCE WITH BUILDING CODE INSULATION REQUIREMENTS, FREEZING INDEX, AND FROST PROTECTION.

ONTARIO BUILDING CODE REFERENCES

- 1. SECTION 9.3.5.3.3. SENTENCE (1) ALLOWS FOR A 50mm (2" FLOOR AREA FOR SMALL SINGLE STOREY GARAGES TO BE SUPPORTED ON "MUD SILL" (UNDEFINED) PROVIDED THE GARAGE IS NOT OF MASONRY OR MASONRY VENEER CONSTRUCTION. (THIS SECTION IS NOT APPLICABLE).
- 2. SECTION 9.12.2.2.(9)(b) DENEIGATES FOUNDATION DEPTHS FOR ACCESSORY STRUCTURES AS DESCRIBED ABOVE (PERIMETER SLAB FOUNDATIONS).
- 3. SECTION 9.15.1.1.(2) REQUIRES THAT A FOUNDATION OTHER THAN CONVENTIONAL CONCRETE OR MASONRY WALLS ON A CONCRETE FOOTING BE DESIGNED IN ACCORDANCE WITH OBC SECTION 9.4.
- 4. SECTION 9.15.1.1.(3) STATES THAT FOUNDATIONS ERECTED ON FILLED GROUND, PEAT OR SENSITIVE CLAY MUST HAVE THE FOOTINGS DESIGNED IN CONFORMANCE WITH SECTION 4.2.
- 5. OBC SECTION 9.16.1.2. "STRUCTURAL FLOOR SLABS" SENTENCE (1) REQUIRES THAT FLOORS ON GROUND THAT SUPPORT LOADS FROM THE SUPERSTRUCTURE SHALL BE DESIGNED IN CONFORMANCE WITH PART 4.
- 6. IT IS THE RESPONSIBILITY OF THE LOCAL MUNICIPAL BUILDING INSPECTOR TO CARRY OUT ALL OF THE REQUIRED INSPECTIONS FOR THIS ENGINEERED SLAB. SECTION 1.1.2.(2) OF THE ONTARIO BUILDING CODE ACT STATES THAT AFTER A BUILDING INSPECTION IS RECEIVED, AN INSPECTOR OR REGISTERED CODE AGENCIES IN THE CASE MAY BE, SHALL CARRY OUT THE INSPECTION REQUIRED BY THE BUILDING CODE WITHIN THE PRESCRIBED PERIOD.
- 7. IT IS FURTHER NOTED THAT THE RELEVANT ONTARIO BUILDING CODE SECTION 1.3.5.1 OF DIVISION C, PART 1, "PRESCRIBED NOTICES" REQUIRES THAT NOTICE MUST BE GIVEN UPON READINESS TO CONSTRUCT FOOTINGS (IN THIS CASE THE ENGINEERED SLAB) PRIOR TO POURING CONCRETE.
- 8. THE RESPONSIBILITY TO INSPECT THE FOOTINGS FOR A BUILDING OF THIS AREA IS REQUIRED TO BE COMPLETED BY THE INSPECTOR AND NOT THE ENGINEER OF RECORD. BUILDINGS LARGER THAN 3 STOREYS IN BUILDING HEIGHT OR LARGER THAN 6000m² IN BUILDING AREA REQUIRE PROFESSIONAL GENERAL REVIEW BY THE ENGINEER. (NOTE THAT ONLY WHERE THE PROPOSED SINGLE USE OF THIS BUILDING IS ASSEMBLY, INSTITUTIONAL CARE OR DETENTION FACILITY AN ENGINEER WOULD BE REQUIRED TO REVIEW THE SLAB CONSTRUCTION).

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by the contractor prior to commencing of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 530-4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our printout design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This fulfills all of our information so it cannot be changed and removes the security password.

IBD and the engineer assume no liability for the design of the engineered slab where a building permit has not been obtained and subsequent inspections have not been completed prior to pouring concrete.

Major Line Barn
None
None, Ontario

Issue Date: Jul 22, 2026

Scale: AS NOTED

SECTION DETAILS

Report No: GPS-26-84781
Drawing No: S-3

CAST-IN PLACE CONCRETE NOTES

TABLE 2 (CSA-A23.3-04)

DEFINITIONS OF C, F, N, A AND S CLASSES OF EXPOSURE

C-AL	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES OR OTHER SEVERE ENVIRONMENTS WITH OR WITHOUT FREEZE-THAW CONDITIONS, WITH HIGHER DURABILITY PERFORMANCE EXPECTATIONS THAN THE C-1, A-1 OR S-1 CLASSES.
C-1	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES WITH OR WITHOUT FREEZING AND THAWING CONDITIONS.
C-2	NON-STRUCTURALLY REINFORCED (PLAIN) CONCRETE EXPOSED TO CHLORIDES AND FREEZING AND THAWING. EXAMPLES: GARAGE FLOORS, PORCHES, STEPS, PAVEMENTS.
C-3	CONTINUOUSLY SUBMERGED CONCRETE EXPOSED TO CHLORIDES BUT NOT TO FREEZING AND THAWING. EXAMPLE: UNDER WATER PORTIONS OF MARINE STRUCTURES.
C-4	NON-STRUCTURALLY REINFORCED CONCRETE EXPOSED TO CHLORIDES BUT NOT TO FREEZING AND THAWING. EXAMPLES: UNDERGROUND PARKING SLABS ON GRADE.
F-1	CONCRETE EXPOSED TO FREEZING & THAWING IN A SATURATED CONDITION BUT NOT TO CHLORIDES. EXAMPLES: POOL DECKS, PATIOS, TENNIS COURTS, FRESHWATER POOLS, FRESH WATER CONTROL STRUCTURES.
F-2	CONCRETE IN AN UNSATURATED CONDITION EXPOSED TO FREEZING AND THAWING BUT NOT TO CHLORIDES. EXAMPLES: EXTERIOR WALLS AND COLUMNS.
N	CONCRETE NOT EXPOSED TO CHLORIDES NOR FREEZINGS AND THAWING. EXAMPLES: FOOTINGS AND INTERIOR SLABS.
A-1	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO SEVERE MANURE AND/OR SLUDGE GASES WITH OR WITHOUT FREEZE-THAW EXPOSURE. CONCRETE EXPOSED TO THE VAPOUR ABOVE MANURE, SEWAGE OR INDUSTRIAL EFFLUENT, WHERE HYDROGEN SULFIDE GAS MAY BE GENERATED. EXAMPLES: REINFORCED BEAMS, SLABS AND COLUMNS OVER MANURE PITS AND BILDS, CANALS, AND FRO SLATS, AND ACCESS HOLES, ENCLOSED CHAMBERS, AND PIPES THAT ARE PARTIALLY FILLED WITH EFFLUENTS.
A-2	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVERE MANURE AND/OR SLUDGE GASES AND LIQUIDS, WITH OR WITHOUT FREEZE-THAW EXPOSURE. EXAMPLES: REINFORCED WALLS IN EXTERIOR MANURE TANKS, BILDS, AND FEED BUNKERS, AND EXTERIOR SLABS.
A-3	STRUCTURALLY REINFORCED CONCRETE EXPOSED TO MODERATE TO SEVERE MANURE AND/OR SLUDGE GASES AND LIQUIDS, WITH OR WITHOUT FREEZE-THAW EXPOSURE, IN A CONTINUOUSLY SUBMERGED CONDITION. CONCRETE CONTINUOUSLY SUBMERGED IN MANURE, OR INDUSTRIAL EFFLUENTS, EXAMPLES: REINFORCED WALLS, BEAMS, AND COLUMNS, SEWAGE PIPES THAT ARE CONTINUOUSLY FULL, E.G. SEWERAGE SUBMERGED PORTIONS OF SEWAGE TREATMENT STRUCTURES.
A-4	NON-STRUCTURALLY REINFORCED CONCRETE EXPOSED TO SEVERE MANURE AND/OR SLUDGE GASES AND LIQUIDS, WITH OR WITHOUT FREEZE-THAW EXPOSURE, IN INTERIOR SLABS ON GRADE.
S-1	CONCRETE SUBJECTED TO VERY SEVERE ALKALINE EXPOSURES.
S-2	CONCRETE SUBJECTED TO SEVERE ALKALINE EXPOSURES.
S-3	CONCRETE SUBJECTED TO MODERATE ALKALINE EXPOSURES.

CONCRETE COVER FOR REINFORCING BARS

		EXPOSURE CLASS		
EXPOSURE CONDITION	N	F-1, F-2, S-1, S-2	C-AL, C-1, C-3, A-1, A-2, A-3	
CAST AGAINST PERMANENTLY EXPOSED EARTH	-	75mm	75mm	
BELAMS, GIRDERS, COLUMNS, and PILES	30mm	40mm	60mm	
SLABS, WALLS, JOISTS, SHELLS, and FOLDED PLATES	20mm	40mm	60mm	
RATIO OF COVER TO NOMINAL BAR DIAMETER	1.0	1.5	2.0	
RATIO OF COVER TO NOMINAL MAXIMUM AGGREGATE SIZE	1.0	1.5	2.0	

GENERAL NOTE: These drawings are not to be scaled. All dimensions must be verified by contractor prior to commencement of any work. Any discrepancies must be reported directly to the designer.



Just Design
(519) 330 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our pertinent design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This retains all of our information so it cannot be changed and removes the security password.

IBD and the engineer assume no liability for the design of the engineered slab where a building permit has not been obtained and subsequent inspections have not been completed prior to pouring concrete.

Major Line Barm
None
None, Ontario

Issue Date: Jul. 22, 2026

Scale: AS NOTED

SECTION DETAILS

Report No: GPS-26-84781
Drawing No: S-3

Sheet Size: 8.5x11

Project Title:
Major Line Item

Project Address:
None
Ontario

Drawing No.: 1

File No.:

Lintel Name:
LINTEL D01

Date: Jul. 22, 2026
Scale: N/A

Drawing Title:
LINTEL SUPPORTING
ROOF CALCULATIONS

Just Design
(519) 630 4475



IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically reproduce, copy, or otherwise use the drawing without the written consent of Just Design. This drawing is the property of Just Design and is not to be changed and removes the security password.

Load Determination

Lintel Supporting Roof

Location

Construction

PSF

Roof/Clg Dead Load: Wd. Frame & Metal Roofing

12

Roof Design Snow Load: St. Thomas

24.43

Calculation Results

Factored Load at Left Beam Support

5104 Lbs

Factored Load at Right Beam Support

5104 Lbs

% Stress Allowed in Bending

71 % OK

% Stress Allowed in Shear

42% OK

% Allowed Live Load Deflection

88% OK

% Allowed Total Load Deflection

70% OK

% Allowed Permanent Deflection

51% OK

Minimum Length of Bearing for Beam (Left)

1.34

Minimum Length of Bearing for Beam (Right)

1.34

Minimum Length of Bearing for Beam (Left)

1.34

Minimum Length of Bearing for Support Member (Lft)

1.09

Min. Length of Bearing for Support Member (Rt)

1.09

Wood - LVL Built-up

LP SolidStart

Species

Grade

Width

Depth

of Plies

2.0 E

5452

1.75

9.5

2

Design Summary

Description:

2-Ply 1.75x9.5 LVL

Minimum Left Bearing Length:

1.34 in B/U Stud

Minimum Right Bearing Length:

1.34 in B/U Stud

Beam Weight based on Span:

118 Lbs

Qualification Notes:

All Beams and Lintels must be supported on the compression edge at intervals not exceeding 24" O.C. - Design of wood beams is based on dry service conditions without treatments and "Standard Term" load duration - 1.75" wide Engineered Wood Beams greater than 14" in depth must be comprised of multiple member units - Where a Generic LVL Material has been chosen always verify sizing with a Manufacturer. Any of the supporting members for the beam are not included in this design. The support must be the same width as the beam.

Load at Left Supports (Lbs)

Dead:

1228

Live:

0

Snow:

2381

Factored:

5104

Load at Right Supports (Lbs)

Dead:

1228

Live:

0

Snow:

2381

Factored:

5104

Max Moment Location:

8'11" From Left Support

Lintel Span

12'-4"

Lintel Support Left

Lintel Support Right

DRAFT

69

Sheet Size: 8.5x11

Project Title:
Major Line Item

Project Address:
None
Ontario

Drawing No.: 2

File No.:

Lintel Name: Lintel D02

Date: Jul. 22, 2026

Scale: N/A

Lintel SUPPORTING

ROOF CALCULATIONS

Just Design

(519) 630 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our permit design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF viewer and print a PDF. This retains all of our information so it cannot be changed and removes the security password.

Lintel Support Left

Lintel Support Right

3'-4"

Lintel Span

Wood - Lumber Built-up

Generic Material

Species	S-P-F	Grade	Width	Depth	# of Plies
		No. 1/No. 2	2	4	2

Load at Left Supports (lbs)

Load at Right Supports (lbs)

Dead: 320	Dead: 320
Live: 0	Live: 0
Snow: 644	Snow: 644
Factored: 1364	Factored: 1364

Max Moment Location: 65' From Left Support

Design Summary

Description: 2-2x4

Minimum Left Bearing Length: 0.74 in B/U Stud

Minimum Right Bearing Length: 0.74 in B/U Stud

Beam Weight Based on Span 7 Lbs

Qualification Notes:

All Beams and Lintels must be supported on the compression edge at intervals not exceeding 24" O.C. -

Beams must be laterally supported at their bearing points -

Design of wood beams is based on dry service conditions without treatments and "Standard Term" load duration - 1.75" wide Engineered Wood Beams greater than 14" in depth must be comprised of multiple member units - Where a Generic LVL Material has been chosen always verify sizing with a Manufacturer.

Any of the supporting members for the beam are not included in this design. The support must be the same width as the beam.

Load Determination

Lintel Supporting Roof

Location

Construction

PSF

Roof/Clg Dead Load: Wd. Frame & Metal Roofing

12

Roof Design Snow Load: St. Thomas

24.43

Calculation Results

Factored Load at Left Beam Support 1364 Lbs

Factored Load at Right Beam Support 1364 Lbs

% Stress Allowed in Bending 76 % OK

% Stress Allowed in Shear 44% OK

% Allowed Live Load Deflection 59% OK

% Allowed Total Load Deflection 46% OK

% Allowed Permanent Deflection 33% OK

Minimum Length of Bearing for Beam (Left) 0.74

Minimum Length of Bearing for Beam (Right) 0.74

Min. Length of Bearing for Support Member (Lft) 0.34

Min. Length of Bearing for Support Member (Rt) 0.34

Project Title:
Major Line Item

Project Address:
None
Ontario

Drawing No.: 2

File No.:

Lintel Name: Lintel D02

Date: Jul. 22, 2026

Scale: N/A

Lintel SUPPORTING

ROOF CALCULATIONS

Just Design

(519) 630 4475

IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our permit design information in any way. If you require an unaltered PDF, open the PDF in Adobe Reader or a PDF viewer and print a PDF. This retains all of our information so it cannot be changed and removes the security password.

Wood - Lumber Built-up					
Generic Material					
Species	S-P-F	Grade	Width	Depth	# of Plies
		No. 1/No. 2	2	4	2
Load at Left Supports (lbs)					
Dead:	320	Dead:	320	Live:	0
Snow:	644	Snow:	644	Factored:	1364
Max Moment Location: 65' From Left Support					
Design Summary					
Description: 2-2x4					
Minimum Left Bearing Length: 0.74 in B/U Stud					
Minimum Right Bearing Length: 0.74 in B/U Stud					
Beam Weight Based on Span 7 Lbs					
Qualification Notes:					
All Beams and Lintels must be supported on the compression edge at intervals not exceeding 24" O.C. -					
Beams must be laterally supported at their bearing points -					
Design of wood beams is based on dry service conditions without treatments and "Standard Term" load duration - 1.75" wide Engineered Wood Beams greater than 14" in depth must be comprised of multiple member units - Where a Generic LVL Material has been chosen always verify sizing with a Manufacturer.					
Any of the supporting members for the beam are not included in this design. The support must be the same width as the beam.					

Calculation Results	
Factored Load at Left Beam Support	1364 Lbs
Factored Load at Right Beam Support	1364 Lbs
% Stress Allowed in Bending	76 % OK
% Stress Allowed in Shear	44% OK
% Allowed Live Load Deflection	59% OK
% Allowed Total Load Deflection	46% OK
% Allowed Permanent Deflection	33% OK
Minimum Length of Bearing for Beam (Left)	0.74
Minimum Length of Bearing for Beam (Right)	0.74
Min. Length of Bearing for Support Member (Lft)	0.34
Min. Length of Bearing for Support Member (Rt)	0.34

Load Determination	
Lintel Supporting Roof	
Location	
Construction	
PSF	
Roof/Clg Dead Load: Wd. Frame & Metal Roofing	12
Roof Design Snow Load: St. Thomas	24.43

Project Title:
Major Line Item

Project Address:
None
Ontario

Drawing No.: 3

File No.:

Lintel Name:
LINTEL D03

Date: Jul. 22, 2026
Scale: N/A

Drawing Title:
LINTEL SUPPORTING
ROOF CALCULATIONS

Just Design
(519) 630 4475



IBD remains in possession of the original drawing as purchased. It is a criminal offence to electronically alter our perfect design information in any way. If you require an unlocked PDF, open the PDF in Adobe Reader or a PDF writer and print a PDF. This file has all of our information so it cannot be changed and remove the security password.

Lintel Support Left

Lintel Support Right

Lintel Span
9'-4"

Wood - Lumber Built-up

Generic Material

Species	Grade	Width	Depth	# of Plies
S-P-F	No. 1/No. 2	2	12	3

Load at Left Supports (Lbs)		Load at Right Supports (Lbs)	
Dead: 931	Dead: 931	Live: 0	Live: 0
Snow: 1802	Snow: 1802	Factored: 3866	Factored: 3866

Max Moment Location: 62' From Left Support

Design Summary

Description	Minimum Left Bearing Length: 1.4 in B/U Stud	Minimum Right Bearing Length: 1.4 in B/U Stud	Beam Weight Based on Span 93 Lbs
3-Ply 2x12			

Qualification Notes:
All Beams and Lintels must be supported on the compression edge at intervals not exceeding 24" O.C. - Beams must be laterally supported at their bearing points - Design of wood beams is based on dry service conditions without treatments and "Standard Term" load duration - 1.75" wide Engineered Wood Beams greater than 14" in depth must be comprised of multiple member units - Where a Generic LVL Material has been chosen always verify sizing with a Manufacturer.
Any of the supporting members for the beam are not included in this design. The support must be the same width as the beam.

Load Determination

Lintel Supporting Roof

Location	Construction	PSF
Roof/Clg Dead Load:	Wd. Frame & Metal Roofing	12
Roof Design Snow Load:	St. Thomas	24.43

Calculation Results

Factored Load at Left Beam Support	3866 Lbs
Factored Load at Right Beam Support	3866 Lbs
% Stress Allowed in Bending	66 % OK
% Stress Allowed in Shear	43% OK
% Allowed Live Load Deflection	26% OK
% Allowed Total Load Deflection	21% OK
% Allowed Permanent Deflection	15% OK
Minimum Length of Bearing for Beam (Left)	1.4
Minimum Length of Bearing for Beam (Right)	1.4
Min. Length of Bearing for Support Member (Lr)	0.64
Min. Length of Bearing for Support Member (Rl)	0.64

Sheet Size: 8.5x11

Report No.: COA12-2026

Directed to: Members of the Committee of Adjustment

Meeting Date: 09/27/2026

Department: Planning & Building Services Department

Prepared by: Steve Craig, Senior Planning Technician

Attachment: Location Plan,
2025 Aerial Photograph and
Updated Septic System
Letter, Dated July 28, 2026

Location: 40979 Major Line, City of St. Thomas

Applicant: Joely Neufeld

Subject: Request for a minor variance pursuant to Section 45(1) of the Planning Act, R.S.O.

Recommendation:

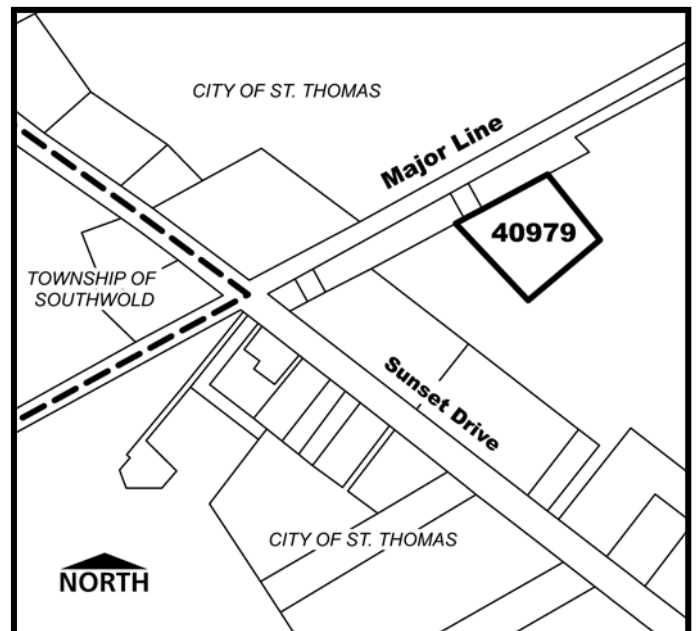
That: Report COA12-2026 relating to an application for a minor variance at 40979 Major Line, City of St. Thomas be received for information.

Background:

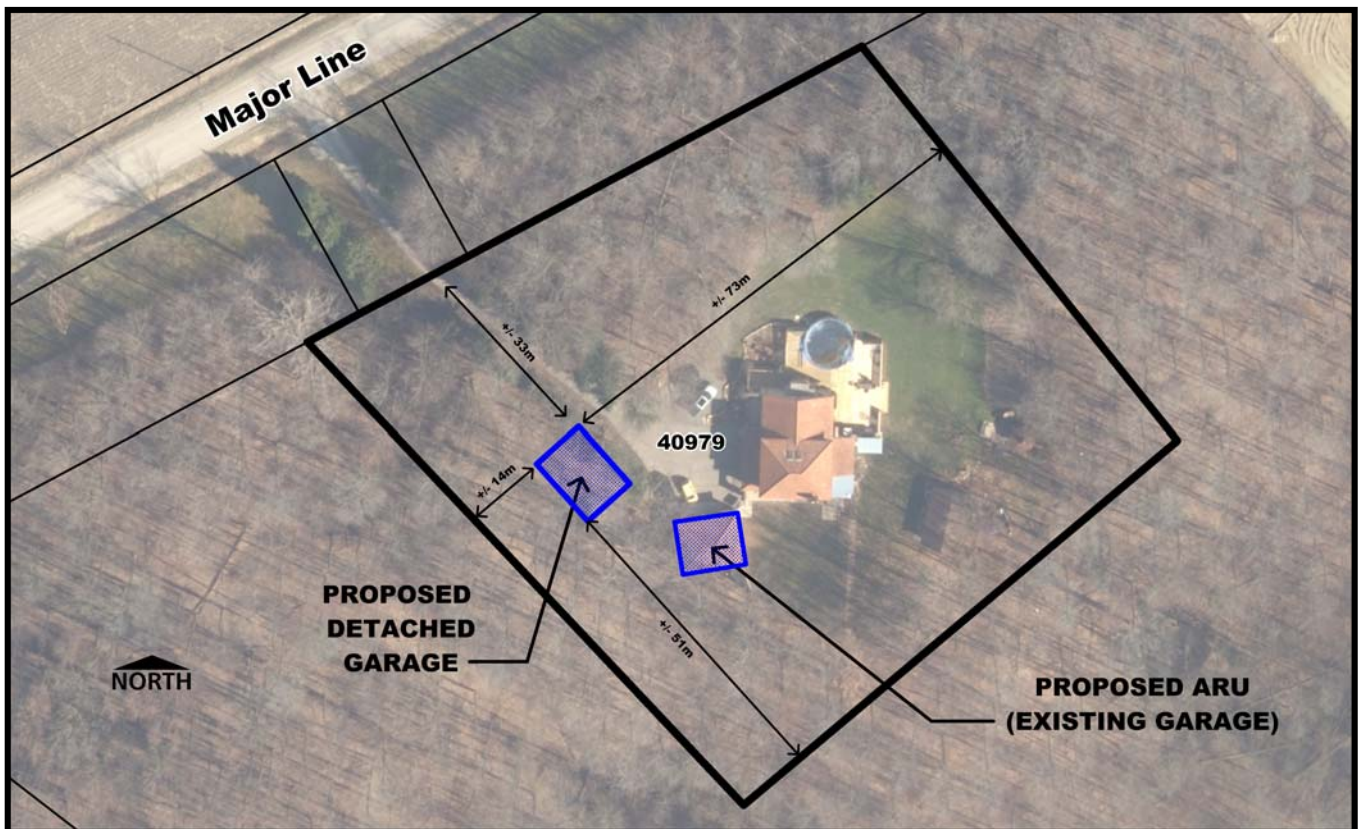
Minor Variance Application No. COA12-2026 has been submitted to permit the conversion of an existing detached garage into an additional residential unit (ARU) and the construction of a new detached garage measuring 9.14m x 12.19m (30ft x 40ft) on the subject lands, as shown on the plans submitted with the application.

Requested Variances:

- (i) To permit an additional residential unit on private services (septic/well), whereas Subsection 4.2.11.3(d) and 5.5.17(d)(i) of the Zoning By-law provides that an additional residential unit shall not be permitted unless full municipal sanitary services and municipal piped water services are available to service the additional residential unit.



- (ii) To permit the conversion of an existing detached accessory building (garage) into an additional residential unit, notwithstanding that the existing accessory building is located in the front yard, whereas Subsection 4.2.11.4(b) of the Zoning By-law permits an additional residential unit only within an accessory building located in the rear yard or interior side yard.
- (iii) To permit a new detached accessory building (garage) in the front yard, whereas Subsection 4.2.4.3 of the Zoning By-law provides that no accessory building shall be erected or used between a main building wall and any required front yard except that a garage attached to a dwelling may be erected and used between any main building wall opposite the front lot line and its extensions and any required front yard.
- (iv) To permit a new detached accessory building (garage) with a maximum height of 4.28m, whereas Subsection 4.2.4.8 of the Zoning By-law provides that no accessory building shall exceed 4m in height.
- (v) To permit a new detached accessory building (garage) with a floor area of 112sqm, whereas Table 1 to Subsection 5.4, Column No. (2), Item No. 6 of the Zoning By-law provides that the maximum floor area of an enclosed accessory building is 67sqm.



Provincial Planning Statement, 2024 (PPS):

- The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Decisions by planning authorities, including the Committee of Adjustment, that are made under the authority of the Planning Act are required to be consistent with the PPS.

- The subject minor variance application is consistent with the applicable policies and objectives of the Provincial Planning Statement, 2024 (PPS), including the following:
 - ✓ Section 2.1(6) directs planning authorities to support the achievement of complete communities by accommodating an appropriate range and mix of housing options, improving accessibility for people of all ages and abilities, and improving social equity and overall quality of life for people of all ages, abilities, and incomes.
 - ✓ Section 2.3.1 establishes that settlement areas shall be the focus of growth and development, with land use patterns based on densities and a mix of land uses that efficiently use land and resources.
 - ✓ Section 2.2(1)(b) requires planning authorities to provide for an appropriate range and mix of housing options and densities to meet the projected needs of current and future residents. This includes permitting and facilitating housing options that address the social, health, economic, and well-being needs of residents, as well as promoting housing densities that efficiently use land, resources, infrastructure, and public service facilities and support active transportation.
- The proposed Additional Residential Unit (ARU) will provide appropriate and accessible housing accommodation for the applicants' aging parent while making efficient use of the existing residential property and infrastructure. The proposed variances are consistent with the applicable policies and objectives of the Provincial Planning Statement, 2024.

St. Thomas Official Plan:

- The subject lands are within the Residential (5.1) designation, on Schedule A (Land Use Plan) to the Official Plan for the City of St. Thomas.
- The Residential designation means the predominant use of land shall be for low, medium, and high-density residential use (5.1.3.1). Wherever a use is permitted in a land use classification, it is intended that uses, buildings or structures normally incidental, accessory, and essential to that use are also permitted (11.2.1). *Conforms, the proposed garage is considered a building that is accessory to the existing single detached dwelling.*
- Additional residential units (ARU) are separate and complete dwelling units that are created within a single detached, semi-detached or rowhouse, regardless of whether the physical alteration of the house is required to create a maximum of three (3) residential units on a lot (5.1.3.7.1).
- The following policies will apply to the development of second residential units (5.1.3.7.1):
 - a) Additional residential units are permitted in a detached house, semi-detached house or rowhouse and in a building or structure ancillary to a detached house, semi-detached house or rowhouse. *Conforms, the ARU will be constructed in an existing ancillary building to the existing single detached dwelling.*
 - b) The lands on which the additional dwelling unit is to be created are zoned to permit residential use other than as an ancillary use. *Conforms, the subject lands are within the First Residential Zone (R1-17), permitted uses include residential use.*

- c) An amendment to the comprehensive Zoning By-law will be implemented to put into effect the policies of this subsection. *Conforms, the Zoning By-law was amended in 2021 (98-2021), 2023 (59-2023), and 2025 (106-2025), which implemented the ARU policies.*
- d) The additional dwelling unit can be independently serviced with full municipal sanitary sewage, storm sewage and piped water services. *Conforms, the ARU will be serviced with a private septic and well. The applicant obtained the services of the appropriate qualified professionals to provide confirmation that the existing septic system and well are adequate to service the existing single detached dwelling and proposed ARU.*
- e) Development of an additional residential dwelling unit will be subject to the following criteria:
 - (i) The additional dwelling unit shall not change the general characteristics of a single detached, semi-detached or rowhouse structure. *Not applicable; and*
 - (ii) The additional dwelling unit will comply with the Ontario Building Code and the Fire Code. *Conforms, the conversion of the existing garage will be subject to the OBC/FC approval process.*
- f) Additional dwelling units may be implemented on a lot in the following options (5.1.3.7.1):
 - (iii) one residential unit in a building or structure ancillary to a single detached house, semi-detached house or townhouse on a residential lot, if the detached house, semi-detached house or townhouse contains no more than two residential units and no other building or structure ancillary to the detached house, semi-detached house or townhouse contains any residential units. *Conforms, the conversion of the existing detached garage is ancillary to the existing single detached dwelling.*
- Where development and/or site alteration is proposed on lands within 120m of an area designated as Natural Heritage the proponent may be required to prepare an Issues Scoping Report (ISR) and an Environmental Impact Study (EIS), if warranted by the ISR, that evaluates the ecological functions of the lands proposed for development or site alteration and demonstrates that there will be no negative impacts on the natural heritage features or on their ecological functions (8.3.3).
- The applicant obtained the services of Vroom & Associates to Complete an Issues Scoping Report. According to the ISR report conclusions:
 - *Although the proposed accessory building is located within the mapped Significant Woodland, it is confined to an existing disturbed residential use area beneath the woodland canopy. No tree removal or woodland vegetation removal is required, and the building footprint has been designed to minimize intrusion into calculated Tree Protection Zones.*
 - *With implementation of the recommended tree protection measures, the proposal is not anticipated to result in adverse impacts to the Significant Woodland or its ecological functions.*
 - *Based on available ecological information, previous woodland surveys, and the findings of the current site investigation, the proposed development is not anticipated to have negative impacts on the adjacent Significant Woodland or its ecological functions.*

- Accordingly, in our opinion, the proposed development is consistent with the Provincial Planning Statement (2024) and the City of St. Thomas Official Plan, and progression to a scoped or full Environmental Impact Study is not warranted.
- The requested variances are in conformity with the general intent and purpose of the Official Plan.

St. Thomas Zoning By-law 50-88:

- The subject lands are within the First Residential Zone (R1-17) pursuant to the City of St. Thomas Zoning By-Law No. 50-88, as shown on Zoning Map 45.
- Permitted uses of the R1-17 zone include single detached dwellings and uses accessory to the foregoing (5.5.17(b)). *Conforms, the proposed garage is considered a building that is accessory to the existing single detached dwelling.*
- Additional residential units shall be permitted within any residential zone in association with the following uses single detached dwelling, semi-detached dwelling, street townhouse dwelling (4.2.11.1(a)(b)(c)). *Conforms, the ARU is permitted in association with the existing single detached dwelling.*
- A maximum of three (3) additional dwelling units shall be permitted per lot, including one residential unit in a building or structure ancillary to a detached house, semi-detached house or townhouse on a residential lot, if the single detached dwelling, semi-detached house or townhouse contains no more than three residential units and no other building or structure ancillary to the detached house, semi-detached house or townhouse contains any residential units (4.2.11.2(iii)). *Conforms, one (1) ARU in a building ancillary to the existing single detached dwelling is permitted.*
- An additional residential unit shall not be permitted unless full municipal sanitary services and municipal piped water services are available to service the additional residential unit (4.2.11.3(d)). *Conforms, the ARU will be serviced with a private septic system and well. The applicant obtained the services of the appropriate qualified professionals to provide confirmation that the existing septic system and well are adequate to service the existing single detached dwelling and proposed ARU.*
- An additional residential unit may be permitted in an accessory structure on the same lot as the primary dwelling (4.2.11.4(a)). *Conforms, the ARU will be located within an existing accessory structure on the same lot as the primary dwelling.*
- An additional residential unit within an accessory structure may only be permitted in the rear yard or interior side yard (4.2.11.4(b)). *Conforms, the proposal seeks to convert the existing detached garage, located within the front yard, into an additional residential unit (ARU). While the location does not comply with the Zoning By-law, the intent is primarily directed toward residential subdivision lots. Given the rural context of the 2.2-acre property, surrounding mature wood lot, and absence of abutting dwellings, the ARU will not result in adverse impacts and maintains the general intent and purpose of the Zoning By-law.*

- An additional residential unit in an accessory structure located in a rear yard shall be required to meet the following (4.2.11.4(c)):
 - Interior side yard setback: 1m. *Conforms, West +/- 45m and East +/-241m*
 - Exterior side yard setback: 4m. *Not applicable, regulation only applies to corner lots.*
 - Rear yard setback: 1m. *Conforms, +/- 28.9m.*
 - Maximum height: 4m. *Conforms, 4m.*
- The minimum of 1 parking space is required for each additional residential unit. Notwithstanding the provisions of subsection 1.81(ii), a parking space for an additional residential unit may be located in tandem with parking spaces provided for the main residential unit (4.2.11.7). *Conforms, the subject lands are 2.2 acres (0.89 hectares) in area.*
- Additional Residential Units shall be required to conform to all Ontario Building Code and Ontario Fire Code regulations (4.2.11.8). *Conforms, the conversion of the existing garage to an ARU will be subject to the OBC/FC approval process.*
- With respect to the proposed detached garage, although its location, height, and area do not comply with the applicable regulations of the Zoning By-law, the intent and purpose of these provisions are primarily directed toward development on residential subdivision lots.
- Given the rural context of the 2.2-acre (0.89-hectare) subject property, the presence of mature woodland, and the absence of abutting dwellings, the proposed garage can be appropriately accommodated on the subject lands without resulting in adverse impacts. The larger lot area and surrounding natural context provide sufficient separation and buffering such that the proposed structure can be integrated into the property while maintaining the character of the area.
- Accordingly, the proposal maintains the general intent and purpose of the Zoning By-law. Furthermore, the proposed location and configuration of the garage are supported by the findings of the Issues Scoping Report (ISR), which concluded that the proposal can be accommodated without negatively affecting the adjacent Significant Woodland or its ecological functions.
- The requested variances are in conformity with the general intent and purpose of the Zoning By-law.

Legislative Framework for a Minor Variance - Section 45(1) (Four (4) Tests”):

In considering this application, the Committee shall have regard to the following criteria and determine whether the:

- general intent and purpose of the Official Plan will be maintained;
- general intent and purpose of the Zoning By-law will be maintained;
- variance is desirable for the appropriate development or use of the land, building or structure; and
- variance is minor in nature.

Comments:

- The applicant obtained the services of Parsons Pump Works Inc. to inspect the existing well on the subject lands. According to Licensed Well Technician utilizing the current well and water treatment system is sufficient in both quantity and quality to safely support the normal operations of the primary residence, as well as an additional unit for a single resident.
- The applicant also obtained the services of Erie Excavating & Liquid Waste Removal Ltd. to inspect the existing septic system. According to the certified Septic Installer/Designer the existing sewage system is of adequate size and condition to support the proposed addition without exceeding the capacity of any component of the system. Furthermore, the system is in good operating condition. A copy of the updated septic system letter, dated July 28, 2026, is attached to the subject planning report.
- In Staff's opinion the requested variances meet the general intent and purpose of the Official Plan, Zoning By-law, are minor in nature, and are desirable and appropriate for the use of the lands, thereby satisfying the four tests, as set out in Section 45 of the Planning Act.
- Planning staff recommend that Minor Variance application COA12-2026 be approved, subject to the following conditions:
 - 1) Construction of the detached garage shall be in accordance with the plans submitted in support of the minor variance application; and
 - 2) Construction of the detached garage shall be in accordance with the recommendations outlined in the Issues Scoping Report (ISR) prepared by Vroom & Associates.

Respectfully submitted,

Steve Craig,

Sr. Planning Technician

Erie Excavating & Liquid Waste Removal Ltd.

P.O. Box 119, Port Stanley, ON N5L 1J4
519-631-7812 erieexcavating@gmail.com
BCIN No. 203606

Date: July 28, 2026

To: Joely Newfield
40979 Major Line, R.R #7
St Thomas, ON N5P 3T2

Subject: Septic System Capacity Assessment and Verification
Property Address: 40979 Major Line, R.R #7, St Thomas, ON N5P 3T2
Property Owner: Joely Newfield

To Whom it May Concern,

At the request of the owner, I have conducted a site evaluation and system assessment of the existing on site sewage system located at the above noted property. The purpose of this assessment is to determine if the existing system has adequate capacity and is in proper operating condition to service the existing dwelling and the proposed system Additional Dwelling Unit.

1. Existing System Details:
 - Septic Tank Capacity: 5500 Litres
 - Treatment Type: Class 4 leaching bed
 - Last Pumped/Inspected: Jun 22, 2026
2. Proposed Development Details:
 - Primary Dwelling: 4 bedrooms
 - Proposed Additional Dwelling Unit: 1 bedroom
3. Assessment & Calculations:

Based on a visual inspection and the daily design sanitary sewage flows calculated in accordance with part 8, Division B of the Ontario Building Code, the total proposed daily design flow for both units is 2750 L/Day. Existing Municipal records were not available at the time this assessment was completed.
4. Conclusion:

It is my professional opinion that based on the information available and the conditions outlined in the septic system inspection report the existing sewage system is of adequate size and condition to support the proposed addition without exceeding the capacity of any component of the system. Furthermore, the system is in good operating condition.

Respectfully,

Mike McCarthy

Mike McCarthy
Certified Septic Installer/Designer
Erie Excavating & Liquid Waste Removal Ltd.

CONFIRMATION OF AN APPLICATION FOR MINOR VARIANCE

July 29, 2026

Secretary-Treasurer, Committee of Adjustment
Attention: Sherry Steadman

Pursuant to By-Law 30-2015, a consultation meeting was held on June 16, 2026, with City staff and the applicant.

An application for a minor variance, regarding 57 Walnut Street was filed on July 29, 2026, and the required fee under Section 69 of the Planning Act has been provided.

Please contact the Planning & Building Services Department if you have any questions.

Regards,



Michelle Knieriem, MCIP, RPP
Manager of Planning Services





Clear Form

CORPORATION OF THE CITY OF ST THOMAS
COMMITTEE OF ADJUSTMENT

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION
(Section 45 of the Planning Act, RSO, 1990, as amended)

OFFICE USE:	Date Application Received: July 29 2026	Consultation Date: June 16 2026
	Date Application Deemed Complete: July 29 2026	

Application #: A13-2026

APPLICATION IS HEREBY MADE TO: City of St. Thomas
545 Talbot Street Committee of Adjustment August 27 2026
St. Thomas ON N5P 3V7
Tel: (519) 631-1680 ext 4138 Fax: (519) 633-9019
Email: ssteadman@stthomas.ca

Please note that in accordance with By-Law 30-2015, consultation with the Planning and Building Services Department must take place prior to the submission of an application. After consultation, the application will be filed with the Assistant Secretary-Treasurer, together with the sketch referred to in Note 1 and \$900 made payable to the City of St. Thomas. All information and materials submitted for the application shall be made available to the public, as indicated by Section 1.0.1 of the Planning Act, R.S.O. 1990.

Personal information contained on this form is collected under the authority of the Planning Act, R.S.O. 1990, as amended, and Ontario Regulation 200/96 and will be used for the purpose of processing this application.

1. Name of Owner(s) Walnut Park Inc.
Address 200 Village Walk Blvd., London, ON

Postal Code N5X 0A6 Tel: 519-438-0881 e-mail: mmescia@domusdev.com

2. Name of Authorized Agent (if any) Stephen Cornwell, Cyril. J. Demeyere Limited (CJDL)
Address 261 Broadway Street, P.O. Box 460, Tillsonburg, ON

Postal Code N4G 4H8 Tel: 519-688-1000 e-mail: scornwell@cjdlen.com, admin@cjdlen.com

Note: Please specify to whom all communications should be sent: Owner ☒ Agent ☒

3. Nature and extent of relief from the Zoning By-law applied for:
See attached planning letter.

4. Reason why the proposed use cannot comply with the provisions of the Zoning By-law:
See attached planning letter.

5. Location of Land:
Concession No. Lot(s) Registered Plan No. 192 Lot(s) 13 Part 11, 14, 15
Reference Plan No. 11R-11476 Part(s) 2-4

Geographic/Former Township _____

Name of Street Walnut Street Street No. 57

6. Dimensions of land affected: See attached plans.

Frontage _____ Depth _____

Area _____ Width of Street _____

7. Access to the subject land is by:

- ☐ a Regional Road
- ☐ a private road
- ☒ a Municipal road that is maintained all year
- ☐ a Municipal road that is maintained seasonally

8. Particulars of all buildings and structures on or proposed for the subject land (Specify ground floor area, gross floor area, number of storeys, width, length, height). Please specify use of existing structures.

Existing:

one 5-storey apartment dwelling (currently under construction)

USE rental residential units

Proposed:

one 3-storey apartment dwelling

9. Location of all buildings and structures on or proposed for the subject land (Specify distance from side, rear and front lot lines). Please specify use of proposed structure.

Existing:

Refer to attached site plan for existing 5-storey apartment dwelling location

Proposed:

Refer to attached site plan for proposed 3-storey apartment dwelling building location

USE rental residential units

10. Date of acquisition of subject land: 2025

11. Date of construction of all buildings and structures on subject land: _____
construction of 5-storey apartment dwelling commenced in 2026 and is currently ongoing

12. Existing uses of the subject land:
rental residential

13. Existing uses of abutting lands:

North: single detached residential East: single detached residential, residential apartment dwelling
South: Ravine lands West: Old St. Thomas Church
14. Length of time the existing uses of the subject land have continued:
since purchase by Domus Developments, owner previous to Walnut Park Inc.
15. Services available (check appropriate space or spaces):

Water:

☒ Municipally owned and operated piped water system Other (Specify) _____

Sewage Disposal:

☒ Municipally owned and operated sanitary sewer system Other (Specify) _____

Storm Drainage

☒ Storm sewers Other (Specify) _____
16. Present Official Plan designation of the subject land:
Residential, Natural Heritage, Natural Hazard
17. Present Zoning of the subject land:
Residential (R5-44), Open Space, Natural Heritage
18. Has the owner previously applied for relief (minor variance) under Section 45 of the Act in respect of the subject property?

yes ☒ no ☐

If the answer is yes, describe briefly (and if known, quote Application #)
A15/25 to permit rooftop mechanical penthouse and amenity area above the 5-storey apartment building
19. Is the subject property the subject of a current application for a consent under Section 53 or a plan of subdivision under Section 51 of the Planning Act, 1990?

yes ☒ no ☐ If so, state Application # and status B04/26 - conditionally approved

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Planning Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (**Appendix A**). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. In accordance with that Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I Stephen Cornwell, the Owner or Authorized Agent, hereby agree and acknowledge
(Print name of Owner or Authorized Agent)
that the information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

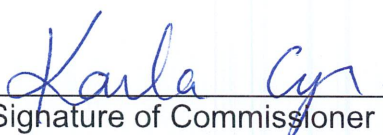
Personal information on this form is collected under the authority of Section 41 of the *Planning Act*, R.S.O. 1990 and Sections 8 (1) and 10 of the *Municipal Act*, 2001, as amended, and will be used to contact the owner, applicant and/or agent regarding the Committee of Adjustment Application. Questions about this collection should be directed to the City Clerk, 545 Talbot Street, St. Thomas, Ontario, N5P 2T9 (519) 631-1680.

AFFIDAVIT OR SWORN DECLARATION

I, Stephen Cornwell of Woodstock in the province of Ontario,
name of applicant City
make oath and say (or solemnly declare) that the information required under Schedule 1 of Ontario Regulation 545/06 and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.
Sworn (or declared) before me at the Town of Tillsonburg on this 28 day of July, 2026.
City Day Month Year


Signature of Owner or Authorized Agent

July 28 2026
Date


Signature of Commissioner of Oaths, etc.

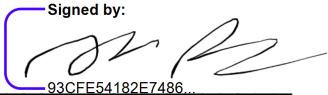
28 July 2026
Date

APPENDIX A – AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, michael mescia, am the owner of the subject lands, and I authorize Cyril J. Demeyere Limited, to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

7/28/2026
Date

Signed by: 
93CFE54182E7486...
Signature of Owner

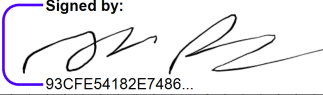
APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, michael mescia, am the owner of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

7/28/2026
Date

Signed by: 
93CFE54182E7486...
Signature of Owner

NOTES:

1. Each copy of this application must be accompanied by a Sketch. The Sketch need not necessarily be to scale, but dimensions must be accurate, and showing the following:
 - (a) The boundaries and dimensions of the subject land;
 - (b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines;
 - (c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, driveways, swimming pools, roads, railways, drainage ditches, wells, septic tank and tile bed, and trees;
 - (d) The current uses on land that is adjacent to the subject land;
 - (e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;
 - (f) If access to the subject land is by water only, the location of the parking and docking facilities to be used;
 - (g) The location and nature of any restrictive covenant or easement affecting the subject land;
2. The Committee of Adjustment may require that a preliminary drawing be prepared, signed and dated by an Ontario Land Surveyor.
3. If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application. If the applicant is a corporation acting without agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

28 July 2026

22004

City of St. Thomas
 c/o Sherry Steadman
 Planning Department
 545 Talbot Street
 St. Thomas, Ontario
 N5P 3V7

RE: PLANNING LETTER
 APPLICATION FOR MINOR VARIANCE
 WALNUT PARK INC
 57 WALNUT STREET
 ST. THOMAS

Dear Planning Staff,

On behalf of Walnut Park inc., we are pleased to submit the enclosed application for Minor Variance for the land municipally known as 57 Walnut Street in the City of St. Thomas. The lands are legally described as, Lot 13, Part Lot 11, 14, 15, Plan 192 and Parts 2-4, Plan 11R-11476, in the City of St. Thomas. The proposed Minor Variance would support the construction of a carport in the southern portion of a parking lot on subject property.

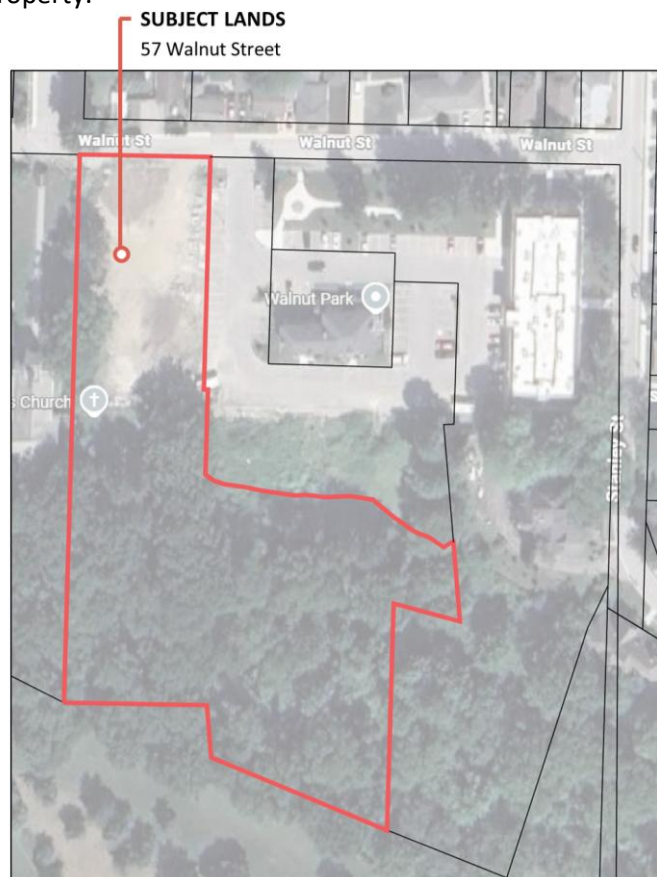
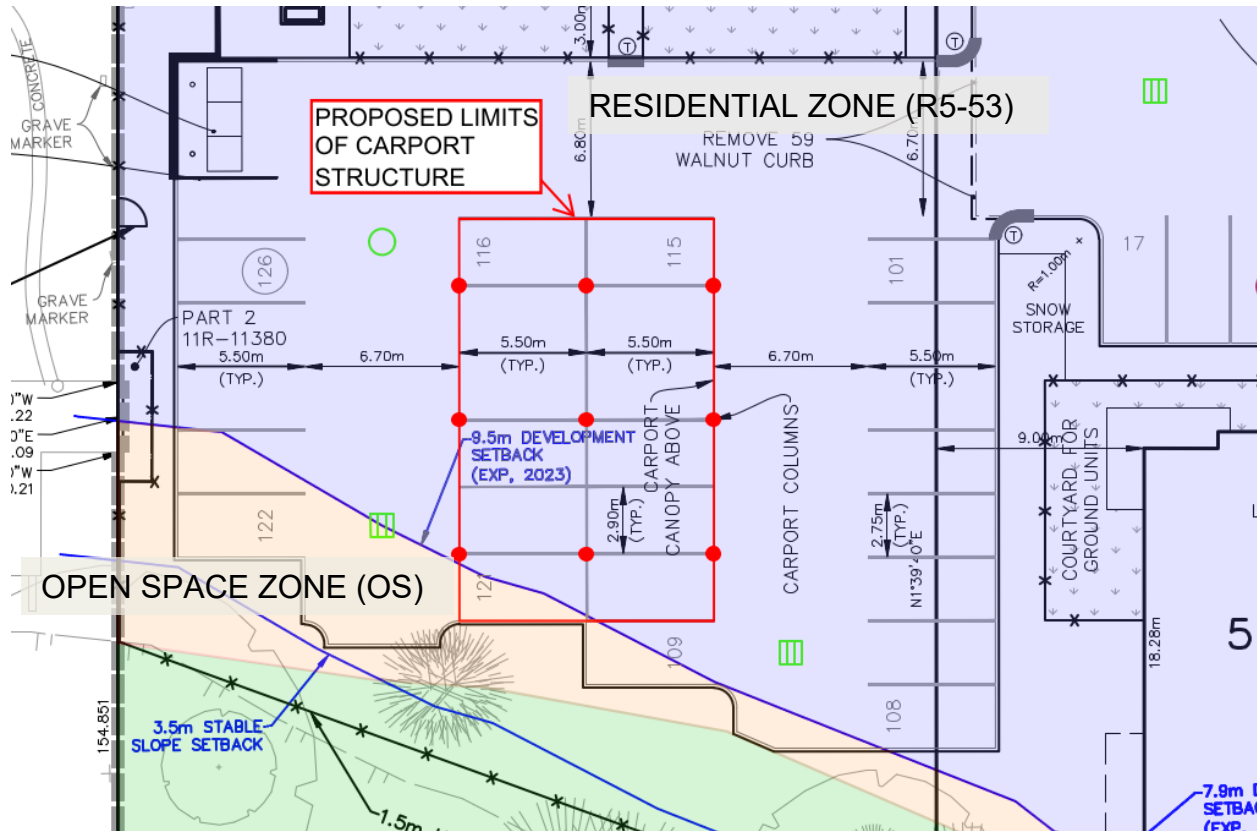


Figure 1: General Location of the Subject Lands

This proposed minor variance would permit a 11.0m x 14.5m carport to be located 0 m from the limit between the Residential 5-53 (R5-53 Zone) and the Open Space (OS) zone, whereas Subsection 23.3.1.2 of the City of St. Thomas Zoning By-law states:

"(1) Subject to the provisions of (2), no building or structure shall be erected within 10 metres of any lot line or part of a lot line within this zone and where the boundary between this zone and any other zone passes through a lot, no building or structure shall be erected on any part of such a lot that is within this zone and within 10 metres of such boundary."



Carport Structure Location

Section 45(1) of the *Planning Act* (R.S.O. 1990) empowers the Committee of Adjustment to authorize minor variances to the provisions of the Zoning By-law under circumstances that have come to be known as the 'four tests'. The following analysis provides an assessment of how the proposed variances meet the four tests:

1. Is the variance minor?

In this case, the use directly adjacent to the setback variance is a parking area. The proposed carport supports this adjacent use.

The proposed carport is located in proximity to woodlands zoned Natural Heritage (NH). The carport will have no negative impacts on these natural features or their functions, as specified in the Natural Heritage Letter of Opinion prepared by Vroom and Associates. This letter is included with this application.

A church building designated by City of St. Thomas By-law No. 100-82 under the *Ontario Heritage Act* as being of historic and architectural value is located in proximity to the proposed carport. The carport will have no negative impacts on this heritage building, as specified in the Scoped Heritage Impact Assessment prepared by Stantec. This letter is included with this application.

While the proposed development of the lot will have a different configuration than provided for by the City of St. Thomas Zoning By-law, the changes will have no impact on the surrounding uses. For this reason, the proposed variance is minor.

2. Is the variance desirable for the appropriate use of the land, building, or structure?

The proposed garage is intended to protect vehicles from the elements, providing benefits to apartment residents at 57 Walnut Street. This supports the residential use, with no negative impacts to adjacent land uses. The variance contributes to the appropriate use of land.

3. Is the general intent and purpose of the Official Plan maintained?

The part of the subject lands where the variance is requested is designated Residential and is within the Settlement Area of the City of St. Thomas per Schedule 'A' to the Official Plan of the City of St. Thomas. The proposed carport supports the residential use of the lands.

Part of the subject land is designated Natural Heritage per Schedule 'E' to the City of St. Thomas Official Plan. It is a goal of the Plan to protect the natural heritage system from the negative effects of development. As specified in the Natural Heritage Letter of Opinion prepared by Vroom and Associates, the proposed carport will have no negative effects on the natural features.

Part of the subject land contains a Natural Hazard per Schedule 'A' to the Official Plan of the City of St. Thomas. This natural hazard contains steep slopes that may be susceptible to erosion. The proposed development will be adequately setback from the erosion hazard limit, which was established through a Geotechnical Investigation conducted by EXP in 2023. This development setback limit is depicted on the Site Plan prepared by CJDL, which is included with this application. While the carport canopy shades one of the parking spaces that is permitted with the development setback, all structural elements on the ground are outside of this area.

The proposed minor variance will facilitate the development of a carport that supports the existing residential use of the subject property, does not impact the Natural Heritage features, and maintains an appropriate setback from Natural Hazards. For this reason, the proposed variance maintains the general intent and purpose of the Official Plan.

4. Is the general intent and purpose of the Zoning By-law maintained?

The subject land is zoned Residential 5-53 (R 5-53), Open Space (OS), and Natural Heritage (NH). The R 5-53 Zone provides for residential uses. The proposed carport is in the R 5-53 zone and is accessory to the permitted residential use of the subject property.

The proposed carport canopy is partially within land zoned Open Space and Parkland (OS). The purpose of setbacks from the OS zone is to ensure that development has no negative impacts on adjacent uses in the Open Space zone. The use in the OS zone adjacent to the limit between zones is a parking area. The proposed carport supports this use of land.

There are also lands in proximity of the proposed carport zoned Natural Heritage (NH). The intent of this zone is to protect the natural features from negative impacts of development. The carport will have no negative impacts on these natural features or their functions.

In these ways, the proposed Minor Variance maintains the general intent and purpose of the Zoning By-law.

In support of the application for Minor Variance, in addition to this letter, the following material has been submitted:

- Minor Variance Application form;
- Application fee (\$900.00);
- Site Plan prepared by CJDL.
- Natural Heritage Letter of Opinion prepared by Vroom & Associates, July 27, 2026.
- Scoped Heritage Impact Assessment prepared by Stantec, July 27, 2026.

If you have any questions or concerns, please do not hesitate to contact the undersigned.

**

**

**

All of which is respectfully submitted by,



Claire Koops, Junior Planner
Cyril J. Demeyere Ltd.

VROOM + ASSOCIATES

BIOLOGISTS & LANDSCAPE ARCHITECTS

859 Windham Rd 14
SIMCOE, ON
N3Y 4K6

paigevroom@gmail.com
519.909.9872

To: Walnut Park Inc. and Cyril J. Demeyere Limited (CJDL)
From: Paige Vroom (Vroom + Associates)
Date: 2027 07 27

**SUBJECT: 57 WALNUT STREET, ST THOMAS – PROPOSED COVERED PARKING STRUCTURE
NATURAL HERITAGE LETTER OF OPINION**

Vroom + Associates previously prepared a Natural Heritage Letter of Opinion dated November 13, 2025, in support of the proposed development at 57 Walnut Street, St. Thomas. That assessment concluded that, subject to the identified mitigation measures, the proposed development would not result in negative impacts to the adjacent Natural Heritage feature or its ecological functions.

We have reviewed the revised site plan illustrating the proposed covered parking structure (carport) over twelve existing parking spaces located within the central portion of the approved parking area. The proposed structure is an open-sided canopy approximately 9 ft (2.7 m) in height. It does not expand the approved development footprint, create additional impervious surface, alter the limits of disturbance, require additional vegetation removal or grading, or result in any additional encroachment toward the adjacent Natural Heritage feature beyond that previously assessed. The structure remains within the previously approved development envelope and outside the confirmed Natural Heritage feature.

Based on the information provided, it is our professional opinion that the proposed covered parking structure will not result in any additional negative impacts to the adjacent Natural Heritage feature or its ecological functions beyond those previously assessed. Accordingly, the conclusions of our November 13, 2025 Natural Heritage Letter of Opinion remain unchanged, and no additional natural heritage assessment is considered necessary to support the proposed Minor Variance application.



Memo

To: Walnut Park Inc.
401-200 Villagewalk Boulevard,
London, Ontario, N6G 0W8
Project/File: 160941221

From: Lashia Jones, MA, CAHP
400-1305 Riverbend Road
London, Ontario, N6K 0J5
Date: July 28, 2026

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

1 Introduction

Stantec Consulting Ltd. (Stantec) was retained by Walnut Park Inc. (the Client) to prepare a Scoped Heritage Impact Assessment (HIA) for 57 Walnut Street, in the City of St. Thomas, Ontario. The Client is proposing to construct a covered parking structure to support the parking needs for a proposed three-storey apartment building.

The property at 57 Walnut Street has no municipal heritage recognition but is situated directly adjacent to the Pioneer St. Thomas Church located at 55 Walnut Street, which is designated under Part IV of the *Ontario Heritage Act* (OHA) and is subject to an Ontario Heritage Trust (OHT) Easement. In conformance with the Provincial Planning Statement (PPS) an HIA is required to evaluate the impacts of the development on the adjacent designated property. An HIA was previously prepared for the remainder of the development proposal in 2025 (Stantec 2025). The impact assessment in this Scoped HIA is based on the Statement of Significance and identified heritage attributes in the designation by-law for 55 Walnut Street and the information contained within the OHT Easement.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

The Scoped HIA follows the Ministry of Citizenship and Multiculturalism's (MCM) Info Sheet #5 in *Heritage Resources in the Land Use Planning Process, Cultural Heritage and Archaeology Policies of the Ontario Provincial Policy Statement, 2005* (Government of Ontario 2006).

The objectives of the Scoped HIA are as follows:

- Outline the cultural heritage value or interest (CHVI) of the cultural heritage resource
- Identify potential direct and indirect impacts to the cultural heritage resource
- Identify potential mitigation measures where impacts to the cultural heritage resource is anticipated

To meet these objectives, this Scoped HIA contains the following content:

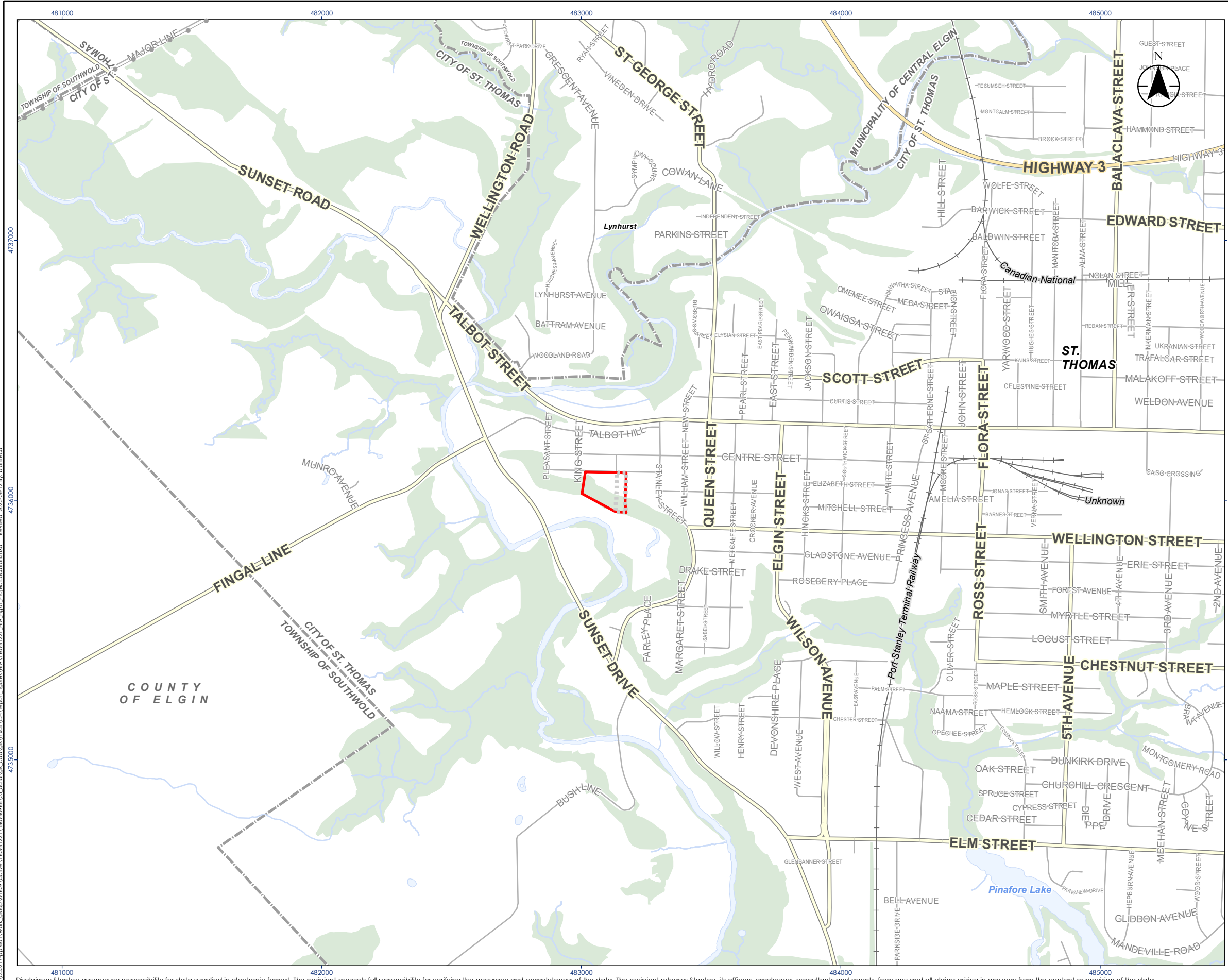
- Summary of the CHVI of the cultural heritage resource
- Description of the proposed undertaking
- Assessment of impacts of the proposed site alterations on cultural heritage resources, where applicable
- Review of development alternatives or mitigation measures where impacts are anticipated
- Recommendations for the preferred mitigation measures, where applicable

For the purpose of this Scoped HIA, the Project Location Area comprises the municipal property boundary of 57 Walnut Street (Figure 1). The Study Area includes the Project Location at 57 Walnut Street and the municipal property boundaries of the adjacent designated property at 55 Walnut Street (Figure 2).

- Project Location
- Study Area (Approx.)
- Highway
- Major Road
- Minor Road
- Hydro Line
- Railway
- Watercourse
- Municipal Boundary
- Municipal Boundary, Lower
- Waterbody
- Wooded Area

A map showing the study area in St. Thomas, Ontario. The map includes Highway 401, Highway 4, Highway 3, and the Aylmer area. The study area is marked with a red dot and labeled 'Study Area' in a red box. The map also shows the boundaries of Middlesex County and Elgin County.

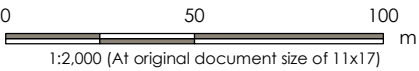
Figure No.
1
Title
Project Location



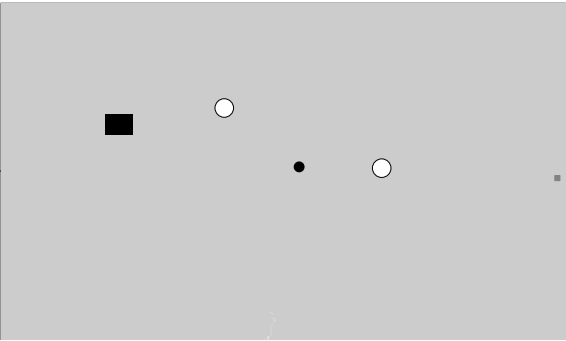


Legend

- Project Location
- Study Area (Approx.)



- Notes**
- 1. Coordinate System: NAD 1983 UTM Zone 17N
 - 2. Base features produced under license with the Ontario Ministry of Natural Resources and Forestry © Queen's Printer for Ontario, 2023.
 - 3. Orthoimagery © 2025 Microsoft Corporation © 2025 Maxar ©CNES (2025) Distribution Airbus DS



Project Location
St. Thomas, ON

160941221 REVA
Prepared by BF on 2025-08-12

Client/Project
WALNUT PARK INC.
57 WALNUT STREET, ST. THOMAS, ONTARIO
HERITAGE IMPACT ASSESSMENT

Figure No.
2

Title
Location of Study Area

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

2 Statement of Cultural Heritage Value or Interest

The Study Area is adjacent to 55 Walnut Street, the St. Thomas Pioneer Church, which is designated under Part IV of the OHA and is subject to an OHT Easement. The statements of CHVI are contained below in their entirety and unedited. Copies of the Bylaw and Easement are contained in Appendix A.

2.1 City of St. Thomas By-Law 100-82

2.1.1 Historical and Architectural Value or Interest Reasons

The Church was built in 1823 and was used for regular worship of area pioneers from 1824 to 1877.

It is a frame construction typical of early pioneers, with Lancete [sic] windows and a castellated tower on which sits a spire. The building continues to be used for public worship during the summer months; also, there is the occasional wedding performed there.

The church building is surrounded by the pioneer cemetery where most of the early settlers and their descendants are buried (City of St Thomas 1982).

2.2 OHT Easement

2.2.1 Description of Historic Place

The building at 55 Walnut Street, known as St. Thomas Pioneer Church, is situated in the City of St. Thomas. The brick and stucco building was designed in the Gothic Revival style and was constructed in 1824. The exterior, selected elements of the interior and the scenic character of the property are protected by an Ontario Heritage Trust conservation easement registered in 1988. A plaque commemorating the church was unveiled in 1959.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

The property is also designated by the Town of St. Thomas under Part IV of the *Ontario Heritage Act* (By-law 100-82).

2.2.2 Heritage Value

St. Thomas Pioneer Church is historically significant for its association with Col. Thomas Talbot, Capt. Daniel Rapelje, Bishop Charles Stewart and the establishment of the Anglican Church in St. Thomas. The area around St. Thomas was originally part of a grant received by Col. Thomas Talbot (1771-1853) in 1803. Talbot, an Irish aristocrat, arrived in Quebec in 1790 and amassed a fortune selling land to settlers while opening Elgin County to settlement. Daniel Rapelje (1774-1828), an American who came to Upper Canada in 1802, became a captain of the 1st Middlesex Militia after serving in the War of 1812. Following the war, Capt. Rapelje built a grist-mill which attracted new settlers to the area. In 1821, Rapelje donated two acres of his original land grant to be used for a church building and a burial ground for Anglican adherents in the area. Rapelje had already buried two sons on the site in 1819. The church was constructed in 1824 and a tower, steeple and chancel added in 1825, financed by a donation from Col. Thomas Talbot. As one of the earliest churches in area, the congregation had to rely on visiting missionary ministers until a permanent rector could be secured. The most important visiting minister was Rev. Charles James Stewart, who spent much of his career helping to establish the Anglican church in southwestern Ontario. Rev. Stewart (1775-1837) arranged for the first Holy Communion at the church on June 19, 1825. Though Stewart became the Bishop of Quebec in 1826, he would return to St. Thomas often. The church's first incumbent was the Rev. Alexander Mackintosh, a missionary deacon who served from 1824-1829. The church was consecrated in 1833 and would serve the congregation continuously until 1877 when Trinity Church opened. The 1824 church building then served as a Sunday school, losing its bell to Trinity Church. A new bell was donated to St. Thomas Church in the 1950s and is used to call worshippers to the church every June 19th in commemoration of the first Holy Communion.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

2.2.3 Architectural Value

St. Thomas Pioneer Church is architecturally significant as an early example of vernacular Gothic Revival architecture in Ontario. The church has a basilica plan with modest transepts and a tower and steeple over the entrance. The nave has four bays characterized by lancet windows with finely crafted intersecting tracery in the arch. The east entrance, with its crenellated tower and gable end, also features a double door enclosed within a lancet arch with intersecting tracery. In the 1840s the church was extended to the south and transept galleries and a vestry were added. The pulpit was also relocated to the junction of the nave and transept at that time. The interior is characterized by simple white walls and box pews, called 'family pews'. The galleries have simple wainscoting panels of dark wood. The transept and sanctuary walls have ogee-arch windows with simple wood muntins of intersecting tracery and small quatrefoils. The exterior walls of the nave are rendered with white stucco over brick. The tower is wood-frame with white clapboard and contains a pair of lancet louvered vents on the façade, and single lancet louvered vents on the sides. The crenellation of the tower is replicated along the slope of the gable roof of the façade. The very tall and slender octagonal needle spire rises from above the crenellated tower and is clad with metal shingles.

2.2.4 Contextual Value

Located on Walnut Street in the City of St. Thomas, St. Thomas Pioneer Church's heritage value is greatly enhanced by its contextual setting. Surrounded by a graveyard dating back to 1819, the church yard is the final resting place of many generations of Anglicans in St. Thomas. The lych-gate and many trees in the cemetery also enhance the park-like surroundings of the church.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

2.2.5 Character Defining Elements

Items that contribute to the historical value of the St. Thomas Pioneer Church include:

- Its association with Col. Thomas Talbot
- Its association with Capt. Daniel Rapelje
- Its association with Rev. Charles James Stewart (later Bishop of Quebec)
- Its association with the Anglican church in St. Thomas.

Exterior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The basilica plan with modest transepts
- The wood-frame tower with clapboard siding
- The stucco-clad nave and façade walls
- The brick transept walls
- The octagonal needle spire clad in metal
- The lancet louvered vents in the tower
- The lancet windows in the nave walls with intersecting tracery
- The ogee-arch windows in the transept and sanctuary
- The intersecting tracery with quatrefoils in the ogee-arch windows
- The crenellation of the tower
- The crenellation of the gable roof of the façade

Interior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The wood pulpit located on the east side of the church
- The arrangement and use of box pews
- The simple wood-panelled galleries

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Characteristics that contribute to the contextual value of the St. Thomas Pioneer Church include:

- Its location at the edge of the historic boundary of the City of St. Thomas
- Its proximity to many of the oldest gravesites in St. Thomas
- Its entrance through a lych-gate
- Its park-like setting with many mature deciduous trees

(Ontario Heritage Trust 1988)

3 Impact Assessment

3.1 Description of Proposed Undertaking

In 2025, Walnut Park Inc. retained Stantec to complete a Heritage Impact Assessment for a proposed development at 57 Walnut Street, St. Thomas, Ontario. This development proposed the construction of a three-storey, 21-unit apartment building. The proposed apartment building included access from 59 Walnut Street (subject to site plan approval) and includes a rear parking area also accessed from 59 Walnut Street. The building is proposed to be set back 9.8 metres from the municipal road right-of-way, 12.8 metres from the property at 55 Walnut Street, and 4.5 metres from the property line of 59 Walnut Street (Stantec 2025).

This Scoped HIA has been prepared to assist in the approvals process for the addition of a covered parking structure within the rear parking area. The structure is intended to cover 12 parking spaces located within the central portion of the parking area, south of the proposed three-storey apartment building and will be approximately 2.75 metres tall. Renderings for the proposed development are included in Appendix B, along with a site plan of the proposed development.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

3.2 Assessment of Impacts to Identified Heritage Attributes

An assessment of impacts of the proposed development at 57 Walnut Street to the heritage attributes of 55 Walnut Street is provided in Table 1 and Table 2. Impacts are defined by InfoSheet #5 (see Section 4.1).

Table 1 Evaluation of Potential Direct Impacts

Direct Impact	Impact Anticipated	Relevance to 55 Walnut Street
Destruction of any, or part of any, <i>significant heritage attributes</i> or features.	No	The proposed undertaking is adjacent to 55 Walnut Street and will not result in the destruction of the church or heritage attributes. Therefore, no mitigation measures are required.
Alteration that is not sympathetic, or is incompatible, with the historic fabric and appearance.	No	The proposed undertaking is adjacent to 55 Walnut Street and will not result in the alteration of the church or heritage attributes. Therefore, no mitigation measures are required.

Table 2 Evaluation of Potential Indirect Impacts

Indirect Impact	Impact Anticipated	Relevance to 55 Walnut Street
Shadows created that alter the appearance of a <i>heritage attribute</i> or change the viability of a natural feature or plantings, such as a garden	No	The proposed undertaking is a 2.75 metre tall parking structure intended to cover 12 parking spaces. This parking structure will be located within the central portion of the parking area. The parking structure will be set back approximately 15 metres from the property line of 55 Walnut Street.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Indirect Impact	Impact Anticipated	Relevance to 55 Walnut Street
		As a result, the proposed undertaking is unlikely to create shadows that would alter the appearance or viability of heritage attributes of 55 Walnut Street. Therefore, no mitigation measures are required.
Isolation of a <i>heritage attribute</i> from its surrounding environment, context, or a <i>significant</i> relationship	No	The proposed undertaking is located adjacent to the protected property at 55 Walnut Street and will not result in the isolation of heritage attributes from their surroundings, context, or environment. Therefore, no mitigation measures are required.
Direct or indirect obstruction of <i>significant</i> views or vistas within, from, or of built and natural features	No	Views are not identified as heritage attributes in the designating bylaw or statement of significance for the property at 55 Walnut Street. Therefore, no mitigation measures are required.
A change in land use such as rezoning a battlefield from open space to residential use, allowing new <i>development</i> or <i>site alteration</i> to fill in the formerly open spaces	No	The proposed undertaking will not result in a change in land use of the property at 55 Walnut Street. Therefore, no mitigation measures are required.
Land disturbances such as a change in grade that alters soil, and drainage patterns that adversely affect an <i>archaeological resource</i>	Yes	The proposed undertaking and construction (grading, parking lot paving, etc.) will occur within the property parcel of 57 Walnut Street. There is the potential for indirect land disturbances related to adjacent project activities and vibration activities as the church and grave markers are within 50 metres of the proposed undertaking. Impacts on archaeological resources are beyond the scope of this HIA. Accordingly, mitigation measures must be prepared.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

3.3 Summary of Impacts to 55 Walnut Street

Direct impacts were not identified for 55 Walnut Street, as the proposed undertaking will be contained within the property parcel of 57 Walnut Street and will not encroach on the adjacent property.

Indirect impacts to 55 Walnut Street are not anticipated related to shadows, obstruction of views, isolation of a heritage resource, and changes in land use. The shadows from the proposed undertaking will not alter the appearance of the identified heritage attributes of the church or cemetery. No significant views or contextual attributes were identified in the designation by-laws or statement of significance. A change in land use is not proposed for 55 Walnut Street.

There is potential for indirect impacts to the church and grave markers at 55 Walnut Street related to land disturbances from construction activities. While impacts of vibration on heritage buildings are not well understood, vibrations may be perceptible in buildings with a setback of less than 40 metres. Given the direct adjacency of proposed development activities, mitigation measures are required to conserve the identified heritage resources due to these indirect impacts.

4 Mitigation

4.1 InfoSheet #5 Mitigation Options

Alternative Development Approaches: The proposed undertaking is located within the property parcel at 57 Walnut Street and does not result in the development of any part of 55 Walnut Street. Therefore, alternative development is not considered a necessary mitigation measure for this project.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Isolating Development and Site Alteration from Significant Built and Natural

Features and Vistas: The proposed undertaking is located on a separate property parcel from the protected property at 55 Walnut Street and is isolated from the identified heritage attributes of the property due to its proposed setbacks of more than six metres from the property line. Therefore, isolating development is a mitigation measure that has already been implemented in the proposed design.

Design Guidelines that Harmonize Mass, Setback, Setting, and Materials: The proposed undertaking does not result in an impact on the heritage attributes of 55 Walnut Street, and the properties are not located in a heritage conservation district (HCD) where policies and guidelines would apply to new development.

Limiting Height and Density: The proposed undertaking is a 2.75 metres tall, covered parking structure located within the central portion of the parking area, south of the proposed three-storey apartment building. The property is not located within an HCD that has policies or guidelines for height and density. The proposed structure's height of 2.75 metres is not anticipated to cause shadowing that would affect the heritage attributes of the adjacent property at 55 Walnut Street. Therefore, limiting height and density is not considered necessary for this undertaking.

Allowing Only Compatible Infill: Redevelopment of the property is residential in nature and includes a low-density residential structure. The proposed undertaking is compatible to the adjacent property through attention to setbacks, materials, and massing, as noted in previous mitigation measures. Therefore, this mitigation alternative is not applicable.

Reversible Alterations: Given the proposed development will occur on the property at 57 Walnut Street and alterations will not occur to the property at 55 Walnut Street, this alternative is not applicable within the scope of the proposed undertaking.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Buffer Zones, Site Plan Control, and Other Planning Mechanisms: The potential for land disturbance to the adjacent heritage resource has been identified. Additional information as it relates to buffer zones, site plan controls, and other planning mechanisms is included in Section 4.2.

As per InfoSheet #5, the above mitigation measures are not meant to be exhaustive. Alternative mitigation measures are discussed in the following sections.

4.2 Buffer Zones, Site Plan Control, and Other Planning Mechanisms

As the development is planned directly adjacent to a designated property, site plan controls will serve to protect the adjacent property from construction activities. This includes stabilization measures and protective barriers for the adjacent building and gravestones to indicate where construction activities should be limited. An effective approach typically includes identification of heritage structures on all construction plans to provide for sensitive treatment throughout construction activities.

As identified in Section 3.3, there is the potential for indirect impacts to the designated property resulting from construction-related ground vibration. To mitigate this risk, a strategy to carry out a pre-condition survey, vibration monitoring, and post-condition survey is typically employed. These plans are most often developed by a licensed Geotechnical Engineer with heritage experience.

The pre-construction condition survey typically includes screening the adjacent property to establish the existing conditions and vulnerability of the structure. Following the pre-construction condition survey, acceptable vibration limits for the structure are established prior to construction based on existing conditions, soil conditions, and type of construction vibration. Should the need for monitoring be identified, monitoring the ground-borne vibration levels in peak particle velocity (PPV) while construction activities take place

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

provide for the safeguarding of the structure in line with acceptable limits. The vibration monitoring program may include the installation of vibration monitoring equipment in the building. Where acceptable levels are exceeded, construction activities may need to be paused as directed by the Geotechnical Engineer to determine a less invasive method for construction. This could range from an adjustment in equipment to avoidance of a certain portion of the property given ground conditions. Only after vibration levels have decreased does construction resume. A post-construction condition survey would assist in documenting damage associated with construction activities.

Pre-construction surveys have been carried out for the church at 55 Walnut street by a qualified engineer. Vibration monitoring and post-construction condition surveys were recommended as a mitigation measure in the 2025 HIA (Stantec 2025) and will be carried out by a qualified professional during and following construction activities.

5 Recommendations

The scoped HIA has considered the designating bylaw and statement of significance for the property at 55 Walnut Street. Following review, an impact assessment was carried out to identify the potential impacts of the proposed undertaking at 57 Walnut Street. The impact assessment determined that the proposed undertaking may result in the potential for indirect impacts to 55 Walnut Street based on its proximity to the proposed development. To mitigate these impacts, measures are recommended in the following section.

5.1 Site Plan Controls and Vibration Monitoring

To limit negative indirect impacts on the adjacent church and grave markers, the adjacent property should be isolated from construction-related activities. These controls should be indicated on all construction mapping, flagged in the field onsite, and communicated to

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

construction team leads. Site plan controls should also include stabilization measures and protective barriers for the adjacent designated property to indicate where construction activities should be limited, this should include at minimum the installation of temporary fencing around heritage features. In addition, vibration studies for the designated property should be completed under the direction of a qualified geotechnical engineer or vibration specialist. A recommended approach to vibration assessment is as follows, consistent with the recommendations of the 2025 HIA (Stantec 2025):

1. Pre-condition survey should be prepared by a qualified engineer to determine the maximum acceptable vibration levels, or PPV levels and the appropriate buffer distance between construction activities and the adjacent heritage resource.
2. Vibration monitoring should be carried out and consist of monitoring the ground-borne vibration levels, in PPV while construction activities take place.
3. Post-construction condition survey should be carried out as determined by the Geotechnical Engineer. Post-construction condition survey shall be conducted after completion of construction for comparison purposes.

6 Limitations and Use

The conclusions in the Memo titled Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario are Stantec's professional opinion, as of the time of the Memo, and concerning the scope described in the Memo. The opinions in the document are based on conditions and information existing at the time the scope of work was conducted and do not take into account any subsequent changes. The Memo relates solely to the specific project for which Stantec was retained and the stated purpose for which the Memo was prepared. The Memo is not to be used or relied on for any variation or extension of the project, or for any other project or purpose, and any unauthorized use or reliance is at the recipient's own risk.

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Stantec has assumed all information received from Walnut Park Inc. (the “Client”) and third parties in the preparation of the Memo to be correct. While Stantec has exercised a customary level of judgment or due diligence in the use of such information, Stantec assumes no responsibility for the consequences of any error or omission contained therein.

This Memo is intended solely for use by the Client in accordance with Stantec’s contract with the Client. While the Memo may be provided by the Client to applicable authorities having jurisdiction and to other third parties in connection with the project, Stantec disclaims any legal duty based upon warranty, reliance or any other theory to any third party, and will not be liable to such third party for any damages or losses of any kind that may result.

Respectfully,

Stantec Consulting Ltd.

Lashia Jones, MA, CAHP
Senior Cultural Heritage Specialist
Phone: (226) 268-5392
lashia.jones@stantec.com

Parker Dickson, MA, RPA
Senior Associate, Senior Archaeologist
Phone: (226) 268-7196
parker.dickson@stantec.com

Attachment(s):

Appendix A Designating Bylaw and Easement Documents
Appendix B Proposed Site Plan and Renderings

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

7 References

City of St. Thomas. 1982. *By-law No. 100-82*. On file at Stantec.

Government of Ontario. 2006. InfoSheet #5 in *Heritage Resources in the Land Use Planning Process, Cultural Heritage and Archaeology Policies of the Ontario Provincial Policy Statement, 2005*. Ministry of Heritage, Sport, Tourism, and Culture Industries Toronto: Queen's Printer for Ontario.

Ontario Heritage Trust. 1988. *Heritage Easement Agreement*. On file at Stantec.

Stantec Consulting Ltd. 2025. *Heritage Impact Assessment – 57 Walnut Street, St. Thomas, Ontario*. On file at Stantec.

**Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas,
Ontario**

Appendices

July 28, 2026

Walnut Park Inc.

Appendix A Designating Bylaw and Easement Documents

Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas, Ontario

Appendix A Designating Bylaw and Easement Documents

A by-law to designate the Old St. Thomas Church at 55 Walnut Street, in the City of St. Thomas of historic and architectural value.

WHEREAS pursuant to The Ontario Heritage Act, R.S.O. 1980, the Council of a municipality may by by-law designate a property including buildings and structures thereon to be of historic or architectural value or interest.

AND WHEREAS notice of intention to so designate the property known as the Old St. Thomas Church at 55 Walnut Street, St. Thomas, Ontario, having been duly published and served, no notice of objection was received to such designation;

BE IT THEREFORE ENACTED BY THE COUNCIL OF THE CORPORATION OF THE CITY OF ST. THOMAS, AS FOLLOWS:

1. There is designated as being of historic and architectural value or interest the real property, more particularly described in Schedule "A" hereto, known as the Old St. Thomas Church at 55 Walnut Street, in the City of St. Thomas, for the reasons set out in Schedule "B" hereto.
2. The City Solicitor is hereby authorized to cause a copy of this by-law to be registered upon the title to the property described in Schedule "A" hereto in the proper Land Registry Office.
3. The City Clerk is hereby authorized to cause a copy of this by-law to be served upon the owner of the aforesaid property and upon the Ontario Heritage Foundation and to cause notice of this by-law to be published in The St. Thomas Times Journal, and to enter the description of the aforesaid property, the name and address of its registered owner, and short reasons for its designation in the Register of all properties designated under Part IV of The Ontario Heritage Act, 1974.
4. This by-law comes into force on the day it is finally passed.

READ a First and Second time this 18th day of October, 1982.

READ a Third time and Finally passed this 18th day of October, 1982.


CITY CLERK


MAYOR

SCHEDULE "A" to By-Law 100-82

All of Lot 12, Plan 192, and being in the City of St. Thomas, in the County of Elgin and being composed of Part of Lot No. 11, Plan 192, which may be more particularly described as follows:

PREMISING that the bearing of the southerly limit of Walnut Street as shown on Registered Plan 192 is $N 89^{\circ} 00' 20'' W$ and relating all bearings herein thereto.

COMMENCING at a point in the North limit of Lot 11, being the southerly limit of Walnut Street which point is Twenty-two Feet, Five Inches ($22'5''$) East of the North West angle of Lot No. 11, Plan 192;

THENCE East along the Northerly limit of Lot 11 Seventy Feet ($70'$) to the North West angle of said Lot No. 12;

THENCE South along the Westerly limit of Lot 12, One Hundred and Sixty-five Feet ($165'$) to the South West angle of said Lot No. 12;

THENCE South Seventy-One Degrees, Forty Minutes ($71^{\circ}40'$) East and along the Southerly limit of Lot 12 Three Hundred and Seventy-Seven Feet, Six Inches ($377'6''$) to a point in South East angle of Lot No. 12;

THENCE South One Degree, Thirty-four minutes Forty seconds ($S.1^{\circ}34'40''W$) West and along the Southerly production of the East limit of Lot No. 12 One Hundred Feet ($100'$) to a point which is the North East angle of Part 2 on Reference Plan 11R-112;

THENCE North Seventy Degrees, Four Minutes, Thirty-five Seconds ($N70^{\circ}04'35''W$) West and along the north limit of Part 2 on Reference Plan 11R-112, $465.65'$ to the North West angle of Part 2 on Reference Plan 11R-112;

THENCE North Eight Degrees, Seven Minutes, Ten Seconds ($N.8^{\circ}7'10''E$) East, $233.77'$ to the place of beginning.

HISTORIC AND ARCHITECTURAL VALUE

OR INTEREST REASONS

The Church was built in 1823 and was used for regular worship of area pioneers from 1824 to 1877.

It is a frame construction typical of early pioneers, with Lancete windows and a castellated tower on which sits a spire. The building continues to be used for public worship during the summer months; also there is the occasional wedding performed there.

The church building is surrounded by the pioneer cemetery where most of the early settlers and their descendants are buried.

217731

No.
Registry, Division of ELGIN (No. 11)
I CERTIFY that this instrument is registered as of

216 DEC 19 1982 In the

Land Registry
Office at
St. Thomas
Ontario.
Land Registrar

8/700

McCoy

WHEREAS an A
1982, has be
Corporation
Transportati
granting the
more particu
to maintain
over the str
during the p
January, 198
the said ope

NOW THEREFOR
ST. THOMAS E
(1) That th
27th day of
part of this
the Mayor ar
Corporate Se
(2) This by
approved by

READ a First
READ a Third

[Signature]

NUMBER 296968 CERTIFICATE OF REGISTRATION 88 AUG 11 P 3:42 ELGIN N° 11 ST. THOMAS <i>[Signature]</i> LAND REGISTRAR FOR OFFICE USE ONLY New Property Identifiers Additional: See Schedule ☐ Executions Additional: See Schedule ☐	(1) Registry ☒ Land Titles ☐	(2) Page 1 of 16 pages	
	(3) Property Identifier(s) Block Property	Additional: See Schedule ☐	
	(4) Nature of Document HERITAGE EASEMENT AGREEMENT		
	(5) Consideration TWO----- Dollars \$ 2.00		
	(6) Description Lot 12 and Part Lot 11, Plan 192, in the City of St. Thomas, in the County of Elgin as more particularly described in Appendix "A" attached hereto (pg 12)		
	(7) This Document Contains: (a) Redescription New Easement Plan/Sketch ☐ (b) Schedule for: Description ☒ Additional Parties ☐ Other ☒		

(8) This Document provides as follows:

Covenants and easements pursuant to section 22 of the Ontario Heritage Act, R.S.O. 1980, c.337

See Easement Agreement attached

Continued on Schedule ☐

(9) This Document relates to instrument number(s)

(10) Party(ies) (Set out Status or Interest)	Signature(s)	Date of Signature
Name(s) THE ONTARIO HERITAGE FOUNDATION, (the "Foundation") by its solicitor..... Michael P. Brady		Y M D 1988 7 16

(11) Address for Service 77 Bloor Street West, 2nd Floor, Toronto, Ontario, M7A 2R9

(12) Party(ies) (Set out Status or Interest)	Signature(s)	Date of Signature
Name(s) THE INCORPORATED SYNOD OF THE DIOCESE OF HURON..... (Owner)		Y M D

(13) Address for Service 220 Dundas Street, 4th Floor, London, Ontario, N6A 1H3

(14) Municipal Address of Property St. Thomas Anglican Church, 55 Walnut Street, St. Thomas, Ontario	(15) Document Prepared by: Ministry of Culture and Communications, Legal Branch, 77 Bloor Street W., 2nd Flr., Toronto, Ontario, M7A 2R9	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th colspan="2">Fees and Tax</th> </tr> <tr> <td style="width:50%;">Registration Fee</td> <td style="width:50%;">No Fee.</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td>Total</td> <td> </td> </tr> </table>	Fees and Tax		Registration Fee	No Fee.					Total	
Fees and Tax												
Registration Fee	No Fee.											
Total												

SCHEDULE

THIS EASEMENT AGREEMENT made the 1st day of February,
1988.

B E T W E E N:

THE INCORPORATED SYNOD OF THE
DIOCESE OF HURON,

hereinafter called the "Synod"

OF THE FIRST PART;

- and -

THE ONTARIO HERITAGE FOUNDATION,
a body corporate continued by
the Ontario Heritage Act,
R.S.O. 1980, c. 337,

hereinafter called the "Foundation"

OF THE SECOND PART.

WHEREAS by an act passed in the thirty-eighth year of the reign of Her Majesty Queen Victoria, Chapter 74, the Synod of the Diocese of Huron of the United Church of England and Ireland and the Church Society of the said Diocese were incorporated as The Incorporated Synod of the Diocese of Huron;

AND WHEREAS the Synod is the registered owner of certain lands and premises situated in the City of St. Thomas in the County of Elgin and Province of Ontario (hereinafter called the "Property"), being composed of Lot 12 and Part of Lot 11 according to Plan 192 for the said City of St. Thomas as more particularly described in Appendix "A" attached hereto;

AND WHEREAS St. Thomas's Church, St. Thomas of the Anglican Church of Canada (hereinafter called "St. Thomas's"), is situated on the Property;

AND WHEREAS by section 7(c) of the Ontario Heritage Act, R.S.O. 1980, c. 337, one of the objects of the Foundation is to support, encourage and facilitate the conservation, protection and preservation of

the heritage of Ontario;

AND WHEREAS by section 10 (1) (b) of the Ontario Heritage Act, the Foundation is entitled to enter into agreements, covenants and easements with owners of real property, or interests therein, for the conservation, protection and preservation of the heritage of Ontario;

AND WHEREAS by section 22 of the Ontario Heritage Act, such covenants and easements entered into by the Foundation, when registered in the proper land registry office against the real property affected by them, shall run with the real property and may, whether positive or negative in nature, be enforced by the Foundation or its assignee against the owner or any subsequent owners of the real property, even where the Foundation owns no other land which would be accommodated or benefitted by such covenants and easements;

AND WHEREAS the Synod and the Foundation desire to conserve the aesthetic and scenic character and condition of the Property, including the lych gate and wall along Walnut Street, and the present historical, architectural, aesthetic and scenic character and condition of the exterior of St. Thomas's together with such interior areas as are shown in heavy outline on the floor plan attached hereto as Appendix "B" (all of which are hereinafter called the "Heritage Elements");

AND WHEREAS to this end, the Synod and the Foundation desire to enter into this Easement Agreement (hereinafter called the "Agreement");

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the sum of TWO DOLLARS (\$2.00) of lawful money of Canada now paid by the Foundation to the Synod (the receipt of which is hereby acknowledged), and for other valuable consideration, and in further consideration of the granting of the easements herein and in further consideration of the mutual covenants and restrictions hereinafter set forth, the Synod and the Foundation agree to abide by the following covenants, easements and restrictions which shall run with the Property for a period of ninety-nine (99) years from the 1st day of February, 1988.

1.0 Duties Of Synod

1.1 Alterations and Repairs

The Synod shall not, except as hereinafter set forth, without the prior written approval of the Foundation, undertake or permit any demolition, construction, reconstruction, alteration, remodelling, or any other thing or act which would materially affect the appearance or

construction of the Heritage Elements, including the lych gate and wall along Walnut Street. The approval required to be obtained from the Foundation herein shall be deemed to have been given upon the failure of the Foundation to respond in writing to a written request for it within sixty (60) days of receiving such request at its address as set out in paragraph 11.1 of this Agreement. If the approval of the Foundation is given or deemed to be given under this paragraph, the Synod, in undertaking or permitting the construction, alteration, remodelling, or other thing or act so approved of or deemed to be approved of, shall use materials specified by the Foundation.

The Synod may, without the prior written approval of the Foundation, undertake or permit the repair or refinishing of presently existing parts or elements of the Heritage Elements, including the lych gate and wall along Walnut Street, damage to which has resulted from casualty, loss, deterioration, or wear and tear, provided that such repair or refinishing may not be performed in a manner which would materially affect the construction or appearance of the Heritage Elements, including the lych gate and wall along Walnut Street.

1.2 Insurance

The Synod shall at all times during the currency of this Agreement keep St. Thomas's insured against normal perils that are coverable by fire and extended coverage insurance in an amount equal to the replacement cost of St. Thomas's. The Synod shall have a form as set out in Appendix "C" attached hereto completed and certified by its insurance company and delivered to the Foundation within three (3) weeks of the execution of this Agreement, and thereafter evidence satisfactory to the Foundation of the renewal of insurance shall be delivered to the Foundation at least three (3) clear days before the termination thereof. If the Synod fails to so insure St. Thomas's, or if any such insurance on St. Thomas's is cancelled, the Foundation may effect such insurance as the Foundation reasonably deems necessary and any sum paid in so doing shall forthwith be paid by the Synod to the Foundation, or if not, shall be a debt owing to the Foundation and recoverable from the Synod by action in a court of law. All proceeds receivable by the Synod under any fire and extended coverage insurance policy or policies on St. Thomas's shall, on the written demand and in accordance with the requirements of the Foundation, be applied to replacement, rebuilding, restoration or repair of St. Thomas's to the fullest extent possible having regard to the particular nature of St. Thomas's and the cost of such work. The Synod's financial liability to replace, rebuild, restore or repair St. Thomas's if it has been damaged or destroyed shall not exceed the proceeds receivable by the Synod under any fire and extended coverage insurance policy or policies. In the event that the proceeds receivable by the Synod under any fire and extended coverage insurance policy or policies are insufficient to effect a partial or complete restoration of the Heritage Elements, the Foundation shall have the privilege, but not the obligation, of contributing additional monies towards the replacement, rebuilding, restoration, or repair costs in order

to effect a partial or complete restoration of the Heritage Elements, provided that the Foundation shall notify the Synod of the Foundation's intention to do so within forty (40) days after receiving from the Synod (a) the written request for permission to demolish referred to in paragraph 1.3, or (b) all plans and specifications for the replacement, rebuilding, restoration or repair of the Heritage Elements, as the case may be.

1.3 Demolition

The Synod shall notify the Foundation of any damage or destruction to St. Thomas's within ten (10) clear days of such damage or destruction occurring. In the event that St. Thomas's is damaged or destroyed and the replacement, rebuilding, restoration or repair of it is impractical because of the financial costs involved, or because of the particular nature of St. Thomas's, the Synod shall, in writing within forty (40) days of the giving by the Synod of notice of such damage or destruction, request written approval of the Foundation to demolish St. Thomas's, and in the event of receiving the approval in writing of the Foundation, be entitled to retain any proceeds from the insurance hereinbefore mentioned and to demolish St. Thomas's. Such approval shall be deemed to have been received upon failure of the Foundation to respond in writing to a written request for it within forty (40) days of the receipt thereof.

1.4 Reconstruction By Synod

If the Foundation does not give the approval referred to in paragraph 1.3, or if the Synod has not requested the approval referred to in paragraph 1.3, the Synod shall replace, rebuild, restore or repair St. Thomas's to the limit of any proceeds receivable under any fire and extended coverage insurance policy or policies on St. Thomas's and of any additional monies contributed by the Foundation towards the replacement, rebuilding, restoration or repair of the Heritage Elements under the provisions of paragraph 1.2 to effect a partial or complete restoration of St. Thomas's. Before the commencement of such work, the Synod shall submit all plans and specifications for the replacement, rebuilding, restoration or repair of the Heritage Elements to the Foundation for its written approval within one hundred and thirty-five (135) days of the damage or destruction occurring to St. Thomas's. Restorative work on the Heritage Elements shall not be commenced without the prior written approval of the Foundation and shall be performed upon such terms and conditions as the Foundation may stipulate. Such approval shall be deemed to have been received upon failure of the Foundation to respond in writing to a written request for it within thirty (30) days of the receipt of such request by the Foundation. The Synod shall cause all replacement, rebuilding, restoration and repair work on the Heritage Elements to be commenced within thirty (30) days of the approval by the Foundation of the plans and specifications for it and to be completed within nine (9) months of commencement, or as soon as possible thereafter if factors beyond its control prevent completion within the said nine (9) months, and the Synod

shall cause all such work to conform to the plans and specifications approved of and terms and conditions stipulated by the Foundation.

1.5 Reconstruction By Foundation

In the event that the request to demolish St. Thomas's is not submitted or is refused pursuant to the provisions of paragraph 1.3 and the Synod fails to submit plans and specifications for the replacement, rebuilding, restoration or repair of the Heritage Elements pursuant to paragraph 1.4 which are acceptable to the Foundation, the Foundation may prepare its own set of acceptable plans and specifications for the Heritage Elements. The Synod shall have thirty (30) days from receiving a copy of such plans and specifications to notify the Foundation in writing that it intends to replace, rebuild, restore or repair the Heritage Elements in accordance with those plans and specifications. If the Synod does not so notify the Foundation within the said thirty (30) days, the Foundation may proceed with replacing, rebuilding, restoring or repairing St. Thomas's up to the value of any insurance proceeds receivable by the Synod under any fire and extended coverage insurance policy or policies and of any additional amount that the Foundation is prepared to contribute to effect a partial or complete restoration of the Heritage Elements. The Synod shall reimburse the Foundation for any expenses incurred by the Foundation thereby to an amount not to exceed any insurance proceeds receivable by the Synod under any fire and extended coverage insurance policy or policies.

In the event that the Foundation does not submit its own acceptable plans and specifications or does not proceed with replacing, rebuilding, restoring or repairing St. Thomas's within sixty (60) days after it becomes so entitled, unless it is prevented from so doing by the action or omission of the Synod or any tenant or agent of the Synod, or by any other factors beyond its control, the Foundation's rights under this paragraph shall automatically terminate and the Synod shall be entitled to retain the proceeds receivable under any fire and extended coverage insurance policy or policies and to demolish St. Thomas's.

1.6 Maintenance Of St. Thomas's

The Synod shall at all times maintain the Property in as good and sound state of repair as a prudent owner would normally do so that no deterioration in the present condition and appearance of the Heritage Elements, including the lych gate and wall along Walnut Street, shall take place.

1.7 Signs, Structures, Etc.

The Synod shall not erect or permit the erection on St. Thomas's of any signs, permanent storms, screens or awnings, television aerials or other similar type objects without the prior written approval of the Foundation.

1.8 Surrounding Lands

In respect to the Property, the Synod shall not, except

with the prior written approval of the Foundation, and subject to the provisions of the Cemeteries Act, R.S.O. 1980, c.59 applicable thereto,

- (a) grant any easement or right of way;
- (b) erect or remove or permit the erection or removal of any building, sign, fence, or other structure of any type whatsoever;
- (c) allow the dumping of soil, garbage, waste or other unsightly, hazardous or offensive materials of any type or description;
- (d) except for the maintenance of burial plots and existing improvements, allow any changes in the general appearance or topography of the lands, including and without limiting the generality of the foregoing, the construction of drainage ditches, transmission towers and lines, and other similar undertakings as well as the excavation, dredging or removal of soil, rock, or other materials;
- (e) allow the removal, destruction or cutting of trees, shrubs or other vegetation except as may be necessary for (i) the prevention or treatment of disease, or (ii) other good husbandry practices;
- (f) allow the planting of trees, shrubs or other vegetation which would have the effect of (i) reducing the aesthetics of St. Thomas's or the Property, or (ii) causing any damage to St. Thomas's;
- (g) allow any activities, actions or uses detrimental or adverse to water conservation, erosion control and soil conservation.

2.0 Approvals

2.1 Where any request for approval required under this Agreement is made, the determination of the Foundation may be based upon choice of materials, architectural design, historical authenticity, or any other grounds, not limited to purely aesthetic or historical grounds, but the Foundation's approval shall not be unreasonably withheld.

3.0 Remedies Of Foundation

3.1 If the Foundation is of the opinion that the Synod has neglected or refused to perform any of its obligations set out in this Agreement, the Foundation may, in addition to any of its other legal or equitable remedies, serve on the Synod a notice setting out particulars of the breach and of the Foundation's estimated maximum costs of remedying the breach. The Synod shall have thirty (30) days from receipt of such notice to remedy the breach or make arrangements satisfactory to the Foundation for remedying the breach.

If within those thirty (30) days the Synod has not remedied the breach or made arrangements satisfactory to the Foundation for remedying the breach, or if the Synod does not carry out the said

arrangements within a reasonable period of time, the Foundation may enter upon the Property and may carry out the Synod's obligations and the Synod shall reimburse the Foundation for any expenses incurred thereby, up to the estimated maximum costs of remedying the breach set out in the aforesaid notice. Such expenses incurred by the Foundation shall, until paid to it by the Synod, be a debt owed by the Synod to the Foundation and recoverable by the Foundation by action in a court of law.

4.0 Waiver

4.1 The failure of the Foundation at any time to require performance by the Synod of any obligation under this Agreement shall in no way affect its right thereafter to enforce such obligation, nor shall the waiver by the Foundation of the performance of any obligation hereunder be taken or be held to be a waiver of the performance of the same or any other obligation hereunder at any later time.

5.0 Extension Of Time

5.1 Time shall be of the essence of this Agreement. Any time limits specified in this Agreement may be extended with the consent in writing of the parties, and time shall be deemed to remain of the essence of this Agreement notwithstanding any extension of any time limit.

6.0 Use of Property

6.1 The Synod expressly reserves for itself, its representatives, successors and assigns and for the congregation of St. Thomas's the right to use the Property for all purposes not inconsistent with this Agreement.

7.0 Inspection Of The Property

7.1 The Foundation or its representatives shall be permitted at all reasonable times to enter upon and inspect the Property and St. Thomas's upon prior written notice to the Synod of at least twenty-four (24) hours.

8.0 Plaque and Publicity

8.1 The Synod agrees to allow the Foundation to erect a plaque on St. Thomas's, in a tasteful manner and at the Foundation's expense, indicating that the Foundation holds a conservation easement on

the Property. The Synod also agrees to allow the Foundation to publicize the existence of the easement.

9.0 Access To Public

9.1 The Synod shall use its best efforts to ensure that members of the public are allowed reasonable access to S. Thomas's, during daylight hours, and upon reasonable notice to the Synod.

10.0 Severability Of Covenants

10.1 The Synod and the Foundation agree that all covenants, easements and restrictions contained in this Agreement shall be severable, and that should any covenant, easement or restriction in this Agreement be declared invalid or unenforceable, the remaining covenants, easements and restrictions shall not terminate thereby.

11.0 Notice

11.1 Addresses Of Parties

Any requests for approval required under this Agreement and the Foundation's replies to such requests shall be delivered to the parties at their respective addresses by prepaid ordinary mail. The respective addresses of the parties for such purposes presently are as follows:

THE SYNOD

The Diocese of Huron,
220 Dundas Street,
4th Floor,
London, Ontario,
N6A 1H3.

THE FOUNDATION

The Ontario Heritage Foundation,
Parliament Buildings,
Queen's Park,
Toronto, Ontario.
M7A 2R9

The parties agree to notify each other immediately, in writing, of any changes of address from those set out above

11.2 Service By Mail

Except in the event of an interruption in the postal service, any notices to be given under this Agreement shall be sent by pre-paid registered mail addressed to the parties at their respective addresses as set out in paragraph 11.1.

Such notice shall be deemed to have been received on the second clear day following the day on which it was sent.

11.3 Service Where Postal Service Interrupted

In the event of any interruption in the postal service, notice may be given to either party at its respective address as set out in

paragraph 11.1, either in person or by special courier. The party receiving the notice shall indicate the receipt of it by signing a form of acknowledgement of receipt, and the notice shall be deemed to have been received on the date on which the form of acknowledgement of receipt was signed. In the event that either party refuses to sign an acknowledgement of receipt of the notice, the person delivering the notice may swear an affidavit of service, and the notice shall be presumed to have been received on the date of service as set out in such affidavit.

12.0 Costs

12.1 In the event that a dispute arises between either of the parties hereto because of this Agreement, each party shall be responsible for its own legal fees, court costs and all other similar type expenses which may result from any such dispute.

13.0 Indemnification

13.1 The Synod shall hold the Foundation harmless against and from any and all liabilities, suits, actions, proceedings, claims, causes, damages, judgments or costs whatsoever (including all costs of defending such claims) arising out of, incidental to, or in connection with any injury or damage to person or property of every nature and kind (including death resulting therefrom), occasioned by anything done pursuant to this Agreement by the Synod, save and except for any such liabilities and claims for or in respect of any act, deed, matter or thing made or done by the Foundation, its agents, servants or workmen pursuant to paragraphs 1.5 and 3.0.

14.0 Supplementary Agreement

14.1 When the Foundation has made photographs, drawings and other material depicting the Property and the Heritage Elements, the Synod shall execute an agreement in respect to the Property and the Heritage Elements which said agreement shall specifically provide for the attachment of photographs, drawings and other material depicting the Property and the Heritage Elements and shall be supplemental hereto and form a part hereof.

15.0 Entirety

15.1 This written Agreement embodies the entire agreement of the parties with regard to the matters dealt with herein, and no understandings or agreements, verbal, collateral or otherwise, exist between the parties except as herein expressly set out.

16.0

16.1

16.2

17.0

17.1

IN
their hands and seals.

SIGNED, SEALED AND DELIVERED
in the presence of:

) THE INCORPORATED SYNOD OF THE
) DIOCESE OF HURON
) Per: _____

RIGHT 
The ~~Most~~ Reverend D.D. Jones
Bishop of the Diocese of Huron

C/S

) A.E. Chovaz
) The Venerable A.E. Chovaz
) Secretary/Treasurer of the Diocese
) of Huron

) THE ONTARIO HERITAGE FOUNDATION
) Per:

Chairman

C/S

)
)
)
) Secretary

APPENDIX 'A'

Attached to and forming part of the Easement Agreement between THE INCORPORATED SYNOD OF THE DIOCESE OF HURON, of the first part, and THE ONTARIO HERITAGE FOUNDATION, of the second part, dated the 1st day of February, 1987.

DESCRIPTION OF THE PROPERTY

ALL AND SINGULAR that certain parcel or tract of land and premises situate, lying and being in the City of St. Thomas, in the County of Elgin and being composed of Lot 12 and Part of Lot 11, according to Plan 192 for the said City of St. Thomas and being more particularly described as follows:

COMMENCING at a point in the South limit of Walnut Street, which point is Twenty-Two Feet, Five Inches (22'5") East of the North East angle of Lot 10, Plan 192;

THENCE East along the Southerly limit of Walnut Street, a distance of Seventy Feet (70") to the North West angle of Lot 12;

THENCE South along the Westerly limit of Lot 12, a distance of One Hundred and Sixty-Five Feet (165') to the South West angle of said Lot 12;

THENCE South Seventy-One Degrees, Forty Minutes East, a distance of Three Hundred and Seventy-Seven Feet Six Inches (377'6") to a point in the South East angle of Lot 12;

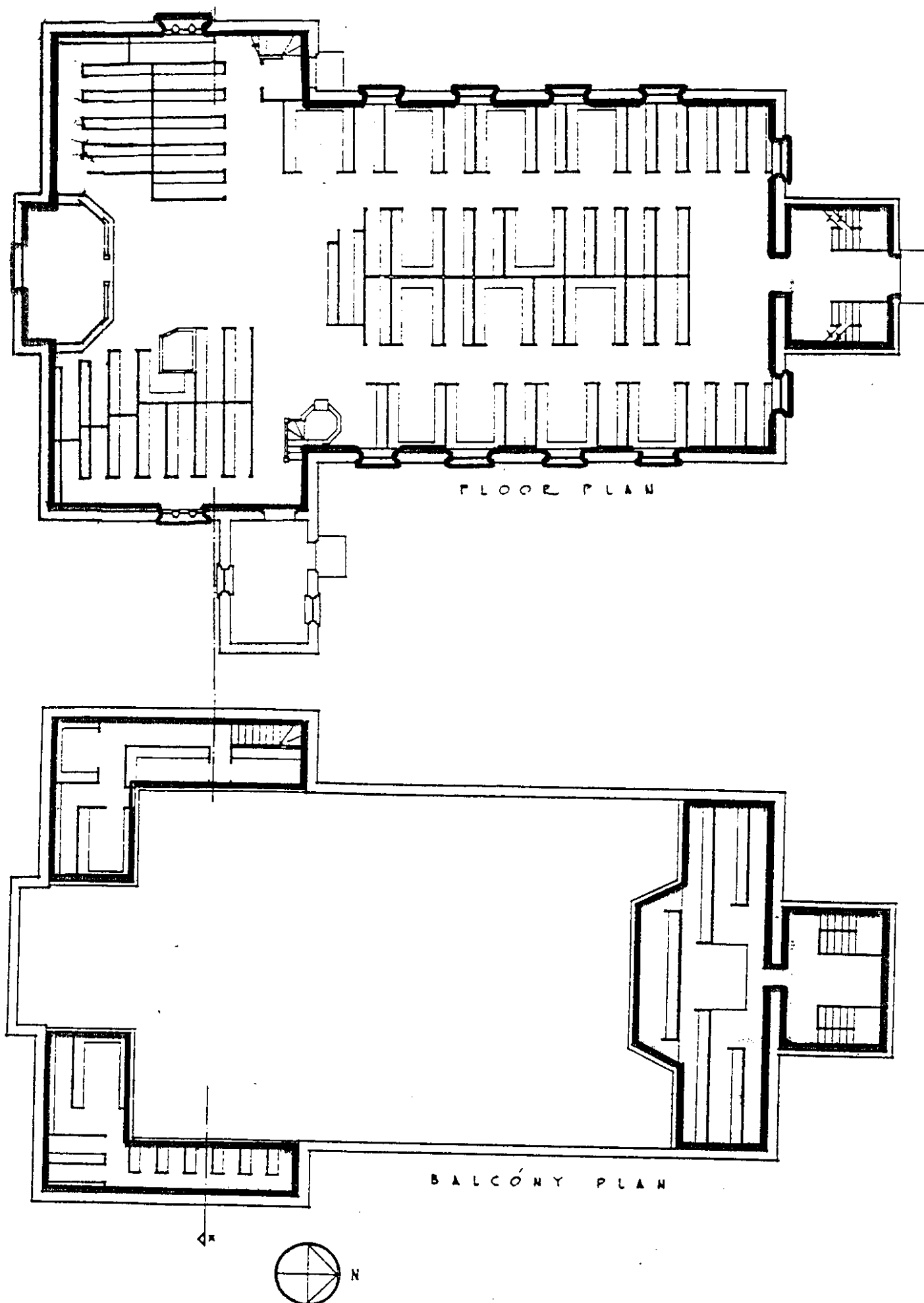
THENCE Southerly along the southerly production of the East limit of Lot 12, a distance of One Hundred Feet (100') to a point;

THENCE North Seventy-One Degrees, Forty Minutes, to the point of intersection with a line South Six Degrees, Fifteen Minutes West, which line commences from a point Twenty-Two Feet Five Inches (22'5") East of the North East angle of Lot 10;

THENCE North Six Degrees, Fifteen Minutes East, along the said line to the place of beginning.

APPENDIX "B"

Attached to and forming part of the Easement Agreement between THE INCORPORATED SYNOD OF THE DIOCESE OF HURON, of the first part, and THE ONTARIO HERITAGE FOUNDATION, of the second part, dated the 1st day of February, 1988.

INTERIOR AREAS SUBJECT TO EASEMENT

APPENDIX "C"

Attached to and forming part of the Easement Agreement between THE INCORPORATED SYNOD OF THE DIOCESE OF HURON, of the first part, and THE ONTARIO HERITAGE FOUNDATION, of the second part, dated the 1st day of February, 1988.

CERTIFICATE OF INSURANCE



Ontario
Heritage
Foundation

Certificate of Insurance

Name of Insurer	
Insurance Agent or Broker	
Address	
	Telephone

This is to certify that the insurance policy or policies detailed below are in force subject to the terms, conditions and exclusions of the policies.

Kind of Policy	Policy Number	Expiry Date			Amount of Coverage	Form Written
		Day	Month	Year		
Dwelling Policy ☐ Fire ☐ All Risk ☐ Malicious Damage						Optional Loss Settlement Clause ☐ yes ☐ no
Commercial Policy ☐ Fire ☐ All Risk ☐ Extended Coverage ☐ Malicious Damage						☐ Actual Cash Value ☐ Replacement Cost Value ☐ Co-Insurance Clause % ☐ Stated Amount %

Additional Insured

It is hereby provided and agreed that 'The Ontario Heritage Foundation', Queen's Park, Toronto, Ontario is added to the above Policy or Policies as its interests may appear.

It is also understood and agreed the undersigned hereby certifies if any of these policies are cancelled or materially changed before expiry date, so as to affect this Certificate; ten days prior written notice of such change or cancellation will be mailed to The Ontario Heritage Foundation at the above address.

It is also understood in the absence of the Insured, or the inability, refusal or neglect of the Insured to give notice of loss or deliver the required Proof of Loss under the policy, then The Ontario Heritage Foundation shall forthwith give the notice upon becoming aware of the loss and shall deliver as soon as practicable the Proof of Loss.

Name of Insured	Name of Insurer
Address of Property	Signature of Insurer's Official
Date	Department or Title

This Certificate must be signed only by an official of the Insurer.
Signature of an agent or broker is not acceptable.

PROVINCE OF ONTARIO	) IN THE MATTER OF
	) the Ontario Heritage
COUNTY OF	) Act, R.S.O. 1980,
	) c. 337
ELGIN	)

C O N S E N T

Pursuant to section 10 (1) (b) of the Ontario Heritage Act, R.S.O. 1980, c. 337, and delegated authority pursuant to section 7 (1) of the Ministry of Citizenship and Culture Act, S.O. 1982, c. 6, 1, the undersigned Assistant Deputy Minister, Culture Division, Ministry of Culture and Communications for the Province of Ontario, do hereby consent to the execution by The Ontario Heritage Foundation of the attached Easement Agreement between THE INCORPORATED SYNOD OF THE DIOCESE OF HURON, of the first part, and THE ONTARIO HERITAGE FOUNDATION, of the second part, dated the 1st day of February, 1988, and do hereby certify that the said Easement Agreement is in accordance with policies and priorities for the conservation, protection and preservation of the heritage of Ontario.

DATED at Toronto this *16th* day of *July*, 1988.


 Linda Stevens,
 Assistant Deputy Minister,
 Culture Division,
 Ministry of Culture and
 Communications

Affidavit of Residence and ¹²⁸Value of the Consideration

Refer to all instructions on reverse side.

IN THE MATTER OF THE CONVEYANCE OF an EASEMENT ON Lot 12 and Part Lot 11, City of St. Thomas, County of Elgin (insert brief description of land)

BY (print names of all transferors in full) THE INCORPORATED SYNOD OF THE DIOCESE OF HURON

TO (see instruction 1 and print names of all transferees in full) THE ONTARIO HERITAGE FOUNDATION

I, (see instruction 2 and print name(s) in full) ANNE BYZKO, of the City of Toronto, in the Municipality of Metropolitan Toronto, Law Clerk

MAKE OATH AND SAY THAT:

1. I am (place a clear mark within the square opposite that one of the following paragraphs that describes the capacity of the deponent(s)): (see instruction 2)
- ☐ (a) A person in trust for whom the land conveyed in the above-described conveyance is being conveyed;
- ☐ (b) A trustee named in the above-described conveyance to whom the land is being conveyed;
- ☐ (c) A transferee named in the above-described conveyance;
- ☒ (d) The authorized agent or solicitor acting in this transaction for (insert name(s) of principal(s)) XXXXXX The Ontario Heritage Foundation
- ☐ (e) The President, Vice-President, Manager, Secretary, Director, or Treasurer authorized to act for (insert name(s) of corporation(s)) _____ described in paragraph(s) (a), ^X(b), ^X(c) above; (strike out references to inapplicable paragraphs)
- ☐ (f) A transferee described in paragraph() (insert only one of paragraph (a), (b) or (c) above, as applicable) and am making this affidavit on my own behalf and on behalf of (insert name of spouse) _____ who is my spouse described in paragraph () (insert only one of paragraph (a), (b) or (c) above, as applicable) and as such, I have personal knowledge of the facts herein deposed to.
2. (To be completed where the value of the consideration for the conveyance exceeds \$250,000).
- I have read and considered the definition of "single family residence" set out in clause 1(1)(ja) of the Act. The land conveyed in the above-described conveyance
- ☐ contains at least one and not more than two single family residences.
- ☐ does not contain a single family residence.
- ☐ contains more than two single family residences. (see instruction 3)
- Note: Clause 2(1) (d) imposes an additional tax at the rate of one-half of one per cent upon the value of consideration in excess of \$250,000 where the conveyance contains at least one and not more than two single family residences.
3. I have read and considered the definitions of "non-resident corporation" and "non-resident person" set out respectively in clauses 1(1)(f) and (g) of the Act and each of the following persons to whom or in trust for whom the land is being conveyed in the above-described conveyance is a "non-resident corporation" or a "non-resident person" as set out in the Act. (see instructions 4 and 5) none

4. THE TOTAL CONSIDERATION FOR THIS TRANSACTION IS ALLOCATED AS FOLLOWS:			
(a) Monies paid or to be paid in cash	\$	<u>2.00</u>	
(b) Mortgages (i) Assumed (show principal and interest to be credited against purchase price)	\$	<u>nil</u>	
(ii) Given back to vendor	\$	<u>nil</u>	
(c) Property transferred in exchange (detail below)	\$	<u>nil</u>	
(d) Securities transferred to the value of (detail below)	\$	<u>nil</u>	
(e) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$	<u>nil</u>	
(f) Other valuable consideration subject to land transfer tax (detail below)	\$	<u>nil</u>	
(g) VALUE OF LAND, BUILDING, FIXTURES AND GOODWILL SUBJECT TO LAND TRANSFER TAX (Total of (a) to (f))	\$	<u>2.00</u>	\$ <u>2.00</u>
(h) VALUE OF ALL CHATTELS - items of tangible personal property (Retail Sales Tax is payable on the value of all chattels unless exempt under the provisions of the "Retail Sales Tax Act", R.S.O. 1980, c.454, as amended)	\$	<u>nil</u>	
(i) Other consideration for transaction not included in (g) or (h) above	\$	<u>nil</u>	
(j) TOTAL CONSIDERATION	\$	<u>2.00</u>	

All Blanks
Must Be
Filled In.
Insert "Nil"
Where
Applicable.

5. If consideration is nominal, describe relationship between transferor and transferee and state purpose of conveyance. (see instruction 6) heritage preservation easement

6. If the consideration is nominal, is the land subject to any encumbrance? n/a

7. Other remarks and explanations, if necessary. The Transferee of the easement named in the within instrument is an agent of Her Majesty the Queen by section 11(1) of the Ontario Heritage Act, R.S.O. 1980, c.337, accordingly, under section 2(4) of the Land Transfer Tax Act, no tax is payable by the Transferee

Sworn before me at the City of Toronto
in the Municipality of Metropolitan Toronto
this 17th day of July 191988

A Commissioner for taking Affidavits, etc. [Signature] } [Signature] signature(s)

Property Information Record

A. Describe nature of instrument: HERITAGE EASEMENT AGREEMENT

B. (i) Address of property being conveyed (if available) 55 Walnut Street, St. Thomas, Ontario

(ii) Assessment Roll No. (if available) not available

C. Mailing address(es) for future Notices of Assessment under the Assessment Act for property being conveyed (see instruction 7) title not being transferred

D. (i) Registration number for last conveyance of property being conveyed (if available) not available

(ii) Legal description of property conveyed: Same as in D.(i) above. Yes ☐ No ☐ Not known ☒

E. Name(s) and address(es) of each transferee's solicitor Ministry of Culture and Communications, Legal Branch, 77 Bloor Street W., 2nd Flr., Toronto, Ontario, M7A 2R9

For Land Registry Office use only

REGISTRATION NO.

Land Registry Office No.

Registration Date



Statement of Significance

St. Thomas Pioneer Church

Description of Historic Place

The building at 55 Walnut Street, known as St. Thomas Pioneer Church, is situated in the City of St. Thomas. The brick and stucco building was designed in the Gothic Revival style and was constructed in 1824. The exterior, selected elements of the interior and the scenic character of the property are protected by an Ontario Heritage Trust conservation easement registered in 1988. A plaque commemorating the church was unveiled in 1959. The property is also designated by the Town of St. Thomas under Part IV of the *Ontario Heritage Act* (Bylaw 100-82).



Heritage Value

Historic Value:

St. Thomas Pioneer Church is historically significant for its association with Col. Thomas Talbot, Capt. Daniel Rapelje, Bishop Chales Stewart and the establishment of the Anglican Church in St. Thomas. The area around St. Thomas was originally part of a grant received by Col. Thomas Talbot (1771-1853) in 1803. Talbot, an Irish aristocrat, arrived in Quebec in 1790 and amassed a fortune selling land to settlers while opening Elgin County to settlement. Daniel Rapelje (1774-1828), an American who came to Upper Canada in 1802, became a captain of the 1st Middlesex Militia after serving in the War of 1812. Following the war, Capt. Rapelje built a grist-mill which attracted new settlers to the area. In 1821, Rapelje donated two acres of his original land grant to be used for a church building and a burial ground for Anglican adherents in the area. Rapelje had already buried two sons on the site in 1819. The church was constructed in 1824 and a tower, steeple and chancel added in 1825, financed by a donation from Col. Thomas Talbot. As one of the earliest churches in area, the congregation had to rely on visiting missionary ministers until a permanent rector could be secured. The most important visiting minister was Rev. Charles James Stewart, who spent much of his career helping to establish the Anglican church in southwestern Ontario. Rev. Stewart (1775-1837) arranged for the first Holy Communion at the church on June, 19, 1825. Though Stewart became the Bishop of Quebec in 1826, he would return to St. Thomas often. The church's first incumbent was the Rev. Alexander Mackintosh, a missionary deacon who served from 1824-1829. The church was consecrated in 1833 and would

serve the congregation continuously until 1877 when Trinity Church opened. The 1824 church building then served as a Sunday school, losing its bell to Trinity Church. A new bell was donated to St. Thomas Church in the 1950s and is used to call worshippers to the church every June 19th in commemoration of the first Holy Communion.

Architectural Value:

St. Thomas Pioneer Church is architecturally significant as an early example of vernacular Gothic Revival architecture in Ontario. The church has a basilica plan with modest transepts and a tower and steeple over the entrance. The nave has four bays characterized by lancet windows with finely crafted intersecting tracery in the arch. The east entrance with its crenellated tower and gable end also features a double door enclosed within a lancet arch with intersecting tracery. In the 1840s the church was extended to the south and transept galleries and a vestry were added. The pulpit was also relocated to the junction of the nave and transept at that time. The interior is characterized by simple white walls and box pews, called 'family pews'. The galleries have simple wainscoting panels of dark wood. The transept and sanctuary walls have ogee-arch windows with simple wood muntins of intersecting tracery and small quatrefoils. The exterior walls of the nave are rendered with white stucco over brick. The tower is wood-frame with white clapboard and contains a pair of lancet louvered vents on the façade, and single lancet louvered vents on the sides. The crenellation of the tower is replicated along the slope of the gable roof of the façade. The very tall and slender octagonal needle spire rises from above the crenellated tower and is clad with metal shingles.

Contextual Value:

Located on Walnut Street in the City of St. Thomas, St. Thomas Pioneer Church's heritage value is greatly enhanced by its contextual setting. Surrounded by a graveyard dating back to 1819, the church yard is the final resting place of many generations of Anglicans in St. Thomas. The lych-gate and many trees in the cemetery also enhance the park-like surroundings of the church.

Source: OHT Easement Files

Character Defining Elements

Items that contribute to the historical value of the St. Thomas Pioneer Church include:

- Its association with Col. Thomas Talbot;
- Its association with Capt. Daniel Rapelje;
- Its association with Rev. Charles James Stewart (later Bishop of Quebec);
- Its association with the Anglican church in St. Thomas.

Exterior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The basilica plan with modest transepts;
- The wood-frame tower with clapboard siding;
- The stucco-clad nave and façade walls;
- The brick transept walls;
- The octagonal needle spire clad in metal;
- The lancet louvered vents in the tower;
- The lancet windows in the nave walls with intersecting tracery;
- The ogee-arch windows in the transept and sanctuary;
- The intersecting tracery with quatrefoils in the ogee-arch windows;
- The crenellation of the tower;
- The crenellation of the gable roof of the façade.

Interior features that contribute to the architectural value of the St. Thomas Pioneer Church include:

- The wood pulpit located on the east side of the church;
- The arrangement and use of box pews;
- The simple wood-panelled galleries.

Characteristics that contribute to the contextual value of the St. Thomas Pioneer Church include:

- Its location at the edge of the historic boundary of the City of St. Thomas;
- Its proximity to many of the oldest gravesites in St. Thomas;
- Its entrance through a lych-gate;
- Its park-like setting with many mature deciduous trees.



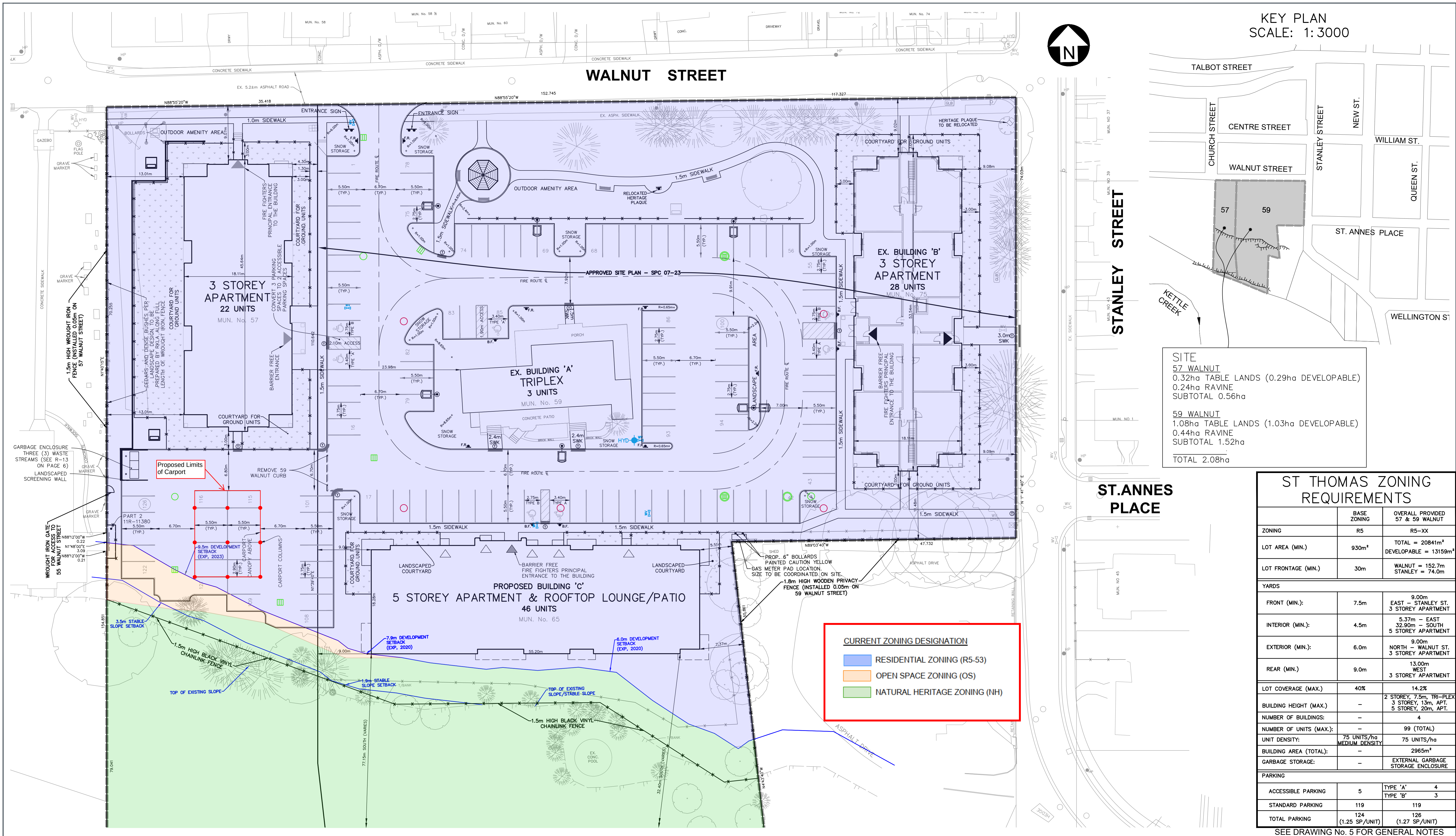
July 28, 2026

Walnut Park Inc.

Appendix B Proposed Site Plan and Renderings

**Reference: Scoped Heritage Impact Assessment: 57 Walnut Street, St. Thomas,
Ontario**

Appendix B Proposed Site Plan and Renderings



LEGEND

— SAN — PROPOSED SANITARY SEWER	— W — PROPOSED WATERMAIN	— MH — MAINTENANCE HOLE	— B.F. — BARRIER FREE PARKING SIGN
— SAN — EXISTING SANITARY SEWER	— W — FUTURE WATERMAIN	— CB — CATCH BASIN	— F.R. — FIRE ROUTE SIGN
— ST — PROPOSED STORM SEWER	— PL — PROJECT LIMITS	— W.V. — WATER VALVE	— C.O. — CLEAN OUT
— ST — EXISTING STORM SEWER	— PF — PROPOSED FENCE	— W.S.C.S. — WATER SERVICE CURB STOP	— C.C. — PROPOSED CURB CUT
— ST — FUTURE STORM SEWER	— P.L.C. — PROPOSED LIMITS OF CONSENT	— HYD — HYDRANT	— S.L. — PROPOSED STREET LIGHT
— SD — PROPOSED SUBDRAIN			

CONSULTANT:
CJDL
Consulting Engineers
ST. THOMAS
THE RAILWAY CITY

STAMP
PROFESSIONAL ENGINEER
D.J. LYNE
1001472
PROVINCIAL SERVICE OF ONTARIO
PRELIMINARY
12 JUNE 2026

REVISION			
11	REVISED PER SPC COMMENTS - 57 WALNUT ST	04/06/2026	DJL
10	ISSUED FOR SITE PLAN AMENDMENT-57 WALNUT ST	25/02/2026	DJL
9	ISSUED FOR CONSTRUCTION-65 WALNUT ST	20/01/2026	DJL
8	ISSUED FOR TENDER-65 WALNUT ST	23/09/2025	DJL
7	ISSUED FOR BUILDING PERMIT-65 WALNUT ST	29/08/2025	DJL
#	DESCRIPTION	DD/MM/YYYY	BY

CONTRACT #: 19004/22004
PROJECT NAME: 57, 59, 65 & 75 WALNUT STREET
WALNUT PARK INC.
SCALE: 1:300
DRAWING #: 1

SITE PLAN

SEE DRAWING No. 5 FOR GENERAL NOTES

Report No.: COA14-2026

Directed to: Members of the Committee of Adjustment

Meeting Date: 08/27/2026

Department: Planning & Building Services Department

Prepared by: Steve Craig, Senior Planning Technician

Attachment: Location Plan,
Aerial Photograph (2025),
Special Zoning Map 14-19 and
Revised Site Plan

Location: 55 and 57 Walnut Street, City of St. Thomas

Applicant: Walnut Park Inc.

Subject: Request for a minor variance pursuant to Section 45(1) of the Planning Act, R.S.O.

Recommendation:

That: Report COA14-2026 relating to an application for a minor variance at 57 Walnut Street be received for information.

Background:

Minor Variance Application No. COA14-2026 has been submitted to facilitate the construction of an 11m x 14.5m carport with a height of 2.75 m on the subject lands. The proposed location of the carport is illustrated on the revised site plan prepared by CJDLC Consulting Engineers, which forms part of the planning report.

Requested Variance:

- (i) To permit a carport structure 0m from the Open Space Zone (OS), whereas Subsection 23.3.1.2 (1) of the Zoning By-law provides that where the boundary between this zone (OS) and any other zone (R5-53) passes through a lot, no building or structure shall be erected on any part of such a lot that is within this zone and within 10m of such boundary.



Provincial Planning Statement, 2024 (PPS):

- The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Decisions by planning authorities, including the Committee of Adjustment, that are made under the authority of the Planning Act are required to be consistent with the PPS.
- The requested minor variance is consistent with policies of the PPS in respect to:
 - ✓ Settlement areas shall be the focus of growth and development (Policy 2.3.1 (1.)).
 - ✓ Land use patterns within settlement areas should be based on densities and a mix of land uses which: efficiently use land and resources (2.3.1(2)(a)).
 - ✓ Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property unless the heritage attributes of the protected heritage property will be conserved (4.6.3).
- The requested variance would facilitate a covered parking structure on an established residential property, supporting its continued residential use and efficient use of existing land and infrastructure. Subject to the recommended mitigation measures, the Scoped Heritage Impact Assessment confirms that the proposal is not anticipated to adversely impact the heritage attributes of the adjacent protected heritage property (Old St. Thomas Church / 55 Walnut Street). Accordingly, the requested variance is consistent with the Provincial Planning Statement, 2024.

St. Thomas Official Plan:

- The subject lands are within the Residential, Natural Heritage and Natural Hazard designations, as shown on Schedule A (Land Use Plan) to the Official Plan for the City of St. Thomas. The proposed carport will be located entirely within the Residential designation (5.1), including the structures roof (eave/overhang).
- Within the Residential designation the predominant use of land shall be for low, medium, and high-density residential use (5.1.3.1). Wherever a use is permitted in a land use classification, it is intended that uses, buildings or structures normally incidental, accessory, and essential to that use are also permitted (11.2.1). *Conforms, the proposed carport will be located entirely within the Residential designation and is considered an accessory structure to the residential use of the subject lands.*
- Where development and/or site alteration is proposed on lands within 120m of an area designated as Natural Heritage the proponent may be required to prepare an Issues Scoping Report (ISR) and an Environmental Impact Study (EIS), if warranted by the ISR, that evaluates the ecological functions of the lands proposed for development or site alteration and demonstrates that there will be no negative impacts on the natural heritage features or on their ecological functions (8.3.3).

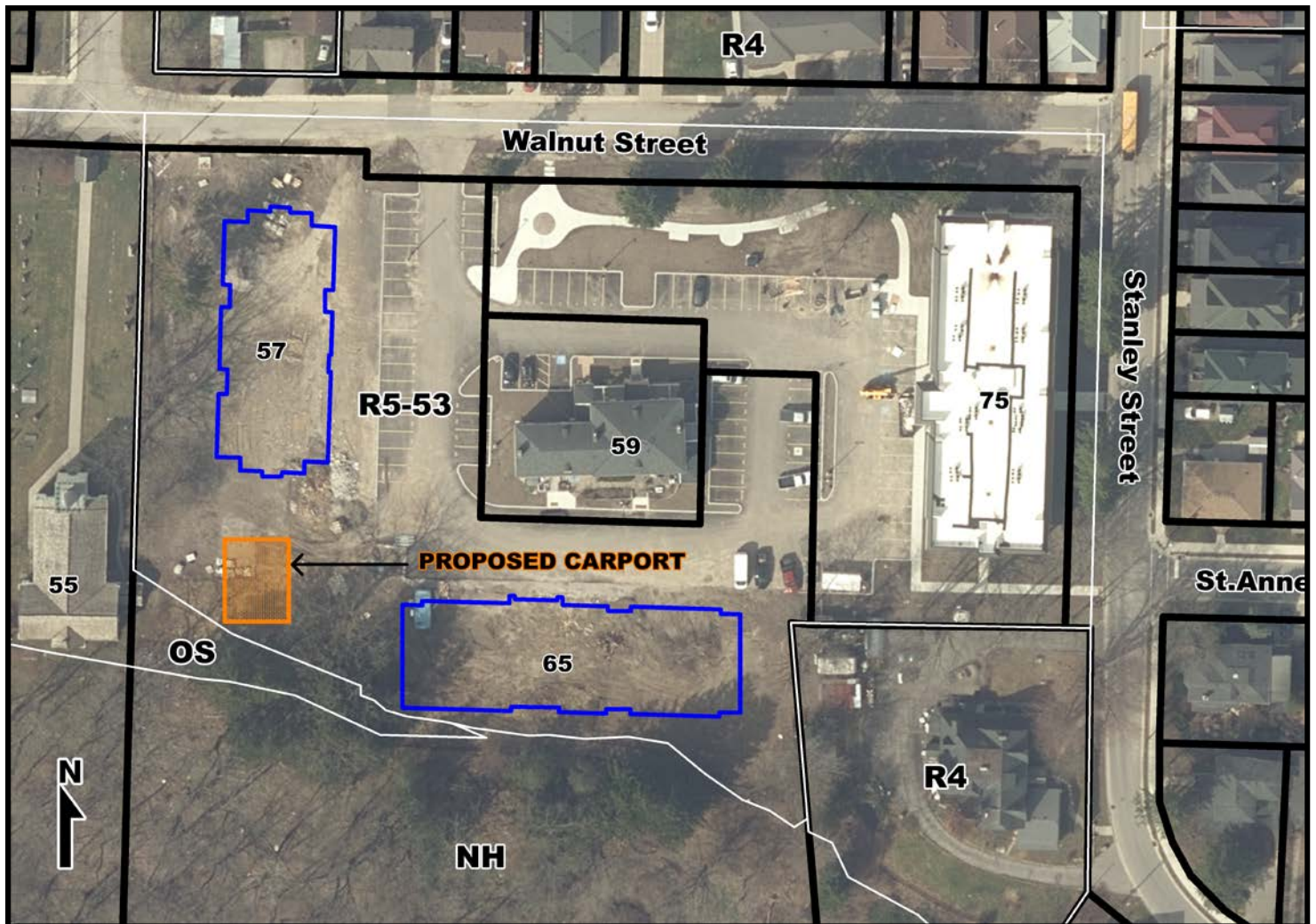
- *Conforms, the applicant obtained the services of Vroom & Associates to complete an Issues Scoping Report. According to the ISR report conclusions:*
 - *Vroom + Associates previously prepared a Natural Heritage Letter of Opinion dated November 13, 2025, in support of the proposed development at 57 Walnut Street, St. Thomas.*
 - *That assessment concluded that, subject to the identified mitigation measures, the proposed development would not result in negative impacts to the adjacent Natural Heritage feature or its ecological functions.*
 - *We have reviewed the revised site plan illustrating the proposed covered parking structure (carport) over twelve existing parking spaces located within the central portion of the approved parking area.*
 - *The proposed structure is an open sided canopy approximately 9 ft (2.7 m) in height. It does not expand the approved development footprint, create additional impervious surface, alter the limits of disturbance, require additional vegetation removal or grading, or result in any additional encroachment toward the adjacent Natural Heritage feature beyond that previously assessed.*
 - *The structure remains within the previously approved development envelope and outside the confirmed Natural Heritage feature.*
 - *Based on the information provided, it is our professional opinion that the proposed covered parking structure will not result in any additional negative impacts to the adjacent Natural Heritage feature or its ecological functions beyond those previously assessed.*
 - *Accordingly, the conclusions of our November 13, 2025, Natural Heritage Letter of Opinion remain unchanged, and no additional natural heritage assessment is considered necessary to support the proposed Minor Variance application.*
- In accordance with the policies of the Ministry of Tourism, Culture and Sport, Council shall endeavor to recognize and preserve the heritage resources of the City of St. Thomas. Heritage resources include archaeological sites, buildings and structures of architectural, historic or engineering interest, groups of buildings or structures which are of interest and value in the landscape and rural and urban landscapes. In essence they are the works of humans and the effects of their activities in the environment and accordingly may be considered as heritage where they constitute the consultable record of past human activities, endeavors or events (4.6.1). *Conforms, the applicant obtained the services Stantec Consulting Ltd. to prepare a Scoped Heritage Impact Assessment (HIA) for the proposed covered parking structure. According to the report:*
 - *The property is not municipally designated but is adjacent to 55 Walnut Street, which contains the designated Old St. Thomas Church and cemetery, which is designated under Part IV of the Ontario Heritage Act and is subject to an Ontario Heritage Trust Easement.*
 - *The scoped HIA concludes that the proposed 2.75m high covered parking structure will not result in direct impacts to the heritage property.*

- *No significant indirect impacts related to shadowing, views, isolation, or land-use change are anticipated. The primary potential impact is construction-related ground vibration due to the proximity of the proposed works to the church and grave markers.*
 - *To mitigate this risk, the HIA recommends construction controls, including protection and temporary fencing of the adjacent heritage features, identification of the heritage property on construction plans, vibration monitoring under the direction of a qualified professional, and pre- and post-construction condition surveys. A pre-construction condition survey has already been completed, with vibration monitoring and a post-construction survey to be undertaken during and following construction.*
 - *Overall, subject to implementation of the recommended mitigation measures, the scoped HIA concludes that the proposed covered parking structure is not anticipated to adversely impact the heritage attributes of 55 Walnut Street.*
- The requested variance is in conformity with the general intent and purpose of the Official Plan, as the proposed carport is an accessory structure to the existing residential use and will be located entirely within the Residential designation. The proposal supports the continued residential use of the property and based on the supporting natural heritage and heritage assessments, is not anticipated to result in adverse impacts to the adjacent Natural Heritage feature or the Old St. Thomas Church and cemetery, subject to the recommended mitigation measures.
 - The requested variance is in conformity with the general intent and purpose of the Zoning By-law.

St. Thomas Zoning By-Law 50-88:

- The subject lands are within the Fifth Residential Zone (R5-53), Open Space and Park Zone (OS), Natural Heritage Zone (NH) and Hazard Land Zone (HL), Zoning Map 14, in accordance with the City of St. Thomas Zoning By-Law 50-88, as amended. *Conforms, the proposed carport will be located entirely within the R5-53 zone (9.5.49(a)), including the structures roof (eave/overhang).*
- Permitted uses of the R5-53 zone include an existing triplex dwelling, apartment dwelling and uses accessory to the foregoing (9.5.49(b)). *Conforms, the proposed carport is considered an accessory structure to the residential use of the subject lands.*
- Permitted buildings and structures of the R5-53 zone include one existing triplex dwelling, one 28-unit apartment building, one 46-unit apartment building and one 22-unit apartment building (9.5.49(c)). *Conforms, the proposed carport is considered an accessory structure in association with the permitted residential dwellings on the site.*
- Within the R5-53 zone the permitted buildings and structures shall be located within the areas shown with dashed lines on Special Zoning Map 14-19. (9.5.49(d)). *Conforms, the proposed carport will be located outside of the "Development Setback", as shown on Special Zoning Map 14-19 and entirely within the R5-53 zone, including the structures roof (eave/overhang).*

- Maximum lot coverage 20% (9.5.49(f)). *Conforms, the proposed carport is not intended to be enclosed, therefore, the structure is not included in the lot coverage calculation (Existing Site 14.2%).*
- The Open Space and Park Zone (OS) provides that where the boundary between this zone (OS) and any other zone (R5-53) passes through a lot, no building or structure shall be erected on any part of such a lot that is within this zone and within 10m of such boundary (23.3.1.2). *Conforms, the intent of the 10m Open Space and Park (OS) Zone setback is to maintain a buffer between development and open space, conservation lands, and adjacent Natural Heritage features. The proposed carport, including its roof structure will be located entirely within the Residential designation and outside the "Development Setback" identified on Special Zoning Map 14-19. Further, the Issues Scoping Report (ISR) prepared in support of the application concludes that the carport is not anticipated to result in any additional negative impacts to the adjacent Natural Heritage feature or its ecological functions.*
- The requested variance is in conformity with the general intent and purpose of the Zoning By-law.



Legislative Framework for a Minor Variance (Four (4) Tests):

In considering this application, the Committee shall have regard to the following criteria and determine whether the:

- general intent and purpose of the Official Plan will be maintained;
- general intent and purpose of the Zoning By-law will be maintained;
- variance is desirable for the appropriate development or use of the land, building or structure; and
- the requested variance is minor in nature.

Comments:

- In accordance with the site plan control by-law, the proposal is subject to Site Plan Control.
- During the preparation of this report, staff identified that the proposed carport roof overhang/eave extended into the “Development Setback” identified on Special Zoning Map 14-19. Staff worked with the applicant’s agent to address the encroachment, and the applicant subsequently revised the site plan accordingly. The revised site plan now demonstrates that the entire carport structure, including the roof overhang/eave, is located outside of the identified Development Setback. The revised site plan has been included with this staff report for reference.
- The Kettle Creek Conservation Authority (KCCA) has reviewed the proposal and based on the submitted site plan and the location of the church to the east, has determined that the proposed structure appears to be located within the regulated area.
- KCCA Permit No. P25-048 was previously issued for the development. However, as the final site plan has been revised from the plan originally reviewed, an amendment to the permit is required. KCCA has advised that updated studies are not required; however, basic drawings and details of the proposed structure are requested in support of the amendment.
- KCCA has also confirmed that, based on its mandatory programs and services, it has no objection to the approval of Application A13-26.
- The requested variance is desirable for the appropriate development of the subject lands as it would facilitate the construction of a carport to provide covered parking for the existing residential use of the property. The proposed carport is an appropriate accessory structure that supports the continued residential use of the lands while remaining compatible with the existing development.
- The requested variance is considered minor in nature as the proposed carport is an accessory structure and, based on the revised site plan, the entire structure, including the roof overhang/eave, is located outside of the identified “Development Setback.” The supporting natural heritage and heritage assessments indicate that the proposal is not anticipated to result in additional adverse impacts to the adjacent Natural Heritage feature or the Old St. Thomas Church and cemetery, subject to the recommended mitigation measures. The variance is therefore not anticipated to negatively affect the surrounding area or the overall intent of the applicable planning policies and regulations.

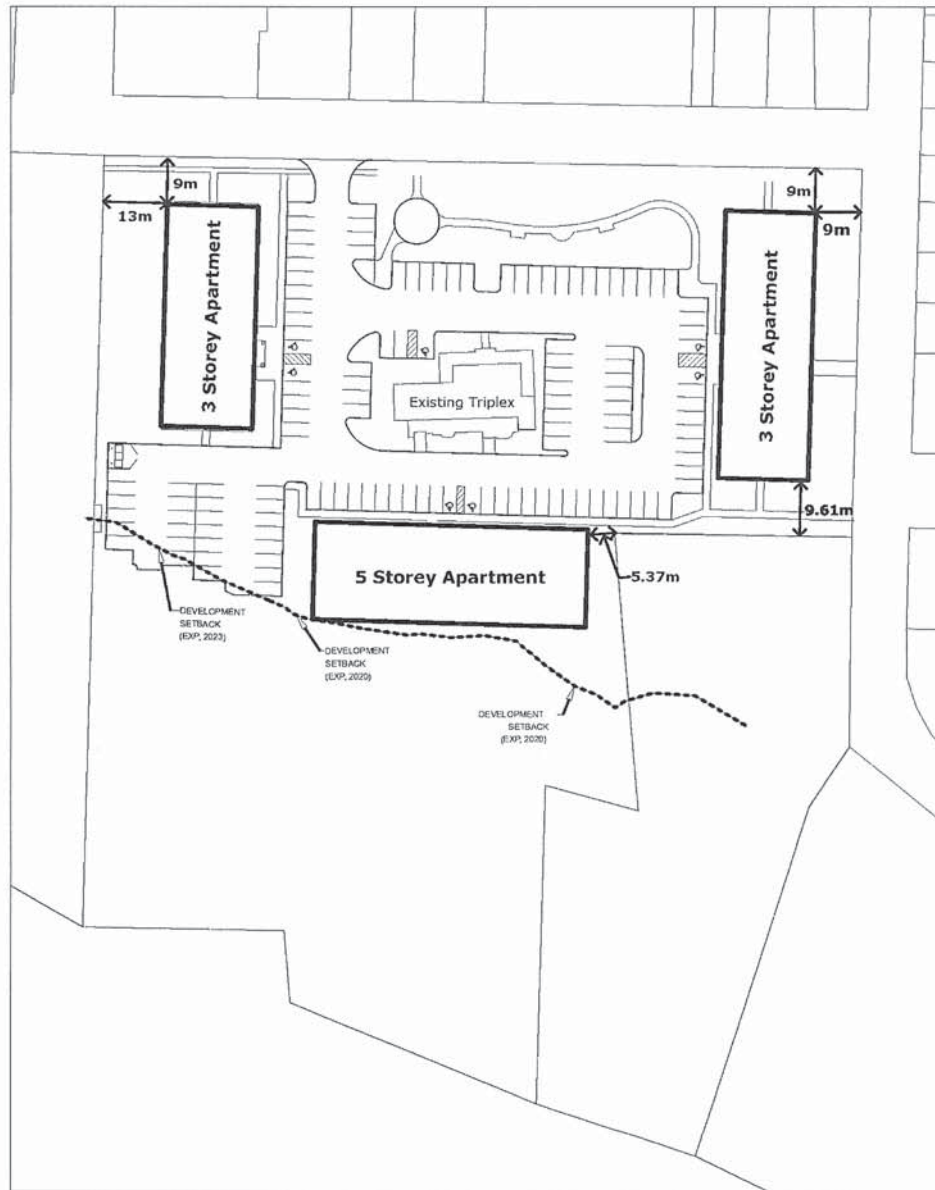
- In Staff's opinion the requested variance meets the general intent and purpose of the Official Plan, Zoning By-law, is minor in nature, and is desirable and appropriate for the use of the lands, thereby satisfying the four tests, as set out in Section 45 of the Planning Act.
- Planning staff recommend that Minor Variance application COA14-2026 be approved, subject to the following conditions:
 - 1) The 11m x 14.5m, 2.75m high carport shall be constructed in accordance with the revised plan accompanying the planning report;
 - 2) The recommendations and mitigation measures identified in the November 13, 2025, Issues Scoping Report (ISR), prepared by Vroom + Associates, shall be implemented, as applicable, to the satisfaction of the City's Building Services Department.
 - 3) The recommendations and mitigation measures identified in the Scoped Heritage Impact Assessment (HIA), prepared by Stantec Consulting Ltd., including the recommended construction controls, vibration monitoring, and pre- and post-construction condition surveys, shall be implemented prior to, during, and following construction, as applicable, to the satisfaction of the City's Building Services Department.
 - 4) The proposed carport shall be subject to Site Plan Control approval, and all requirements of the Site Plan Control process shall be addressed to the satisfaction of the Director of Planning Department; and
 - 5) The requirements of the Kettle Creek Conservation Authority (KCCA) shall be satisfied, including any required amendment to KCCA Permit No. P25-048.

Respectfully submitted,

Steve Craig,

Sr. Planning Technician

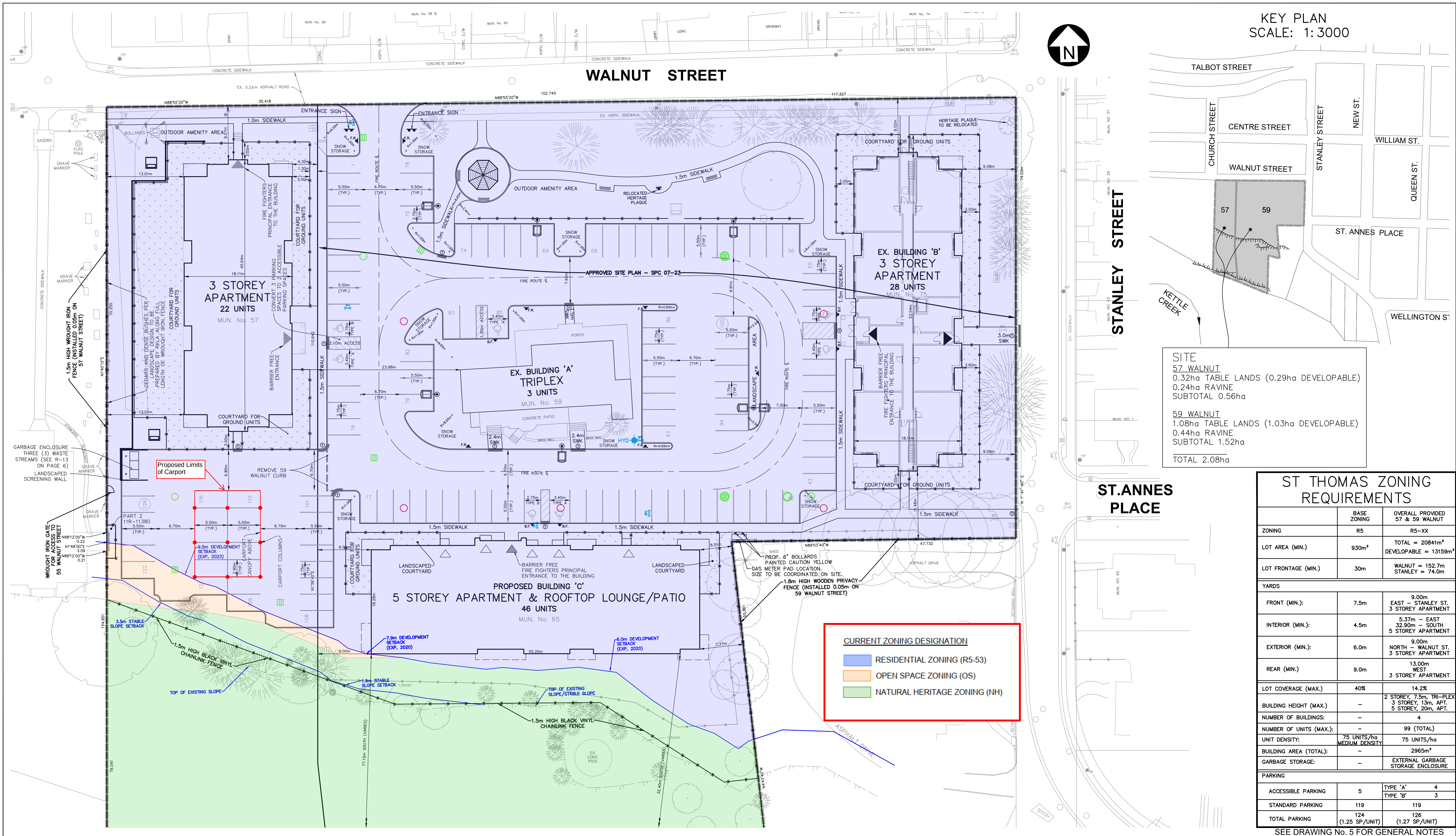
Special Zoning Map 14-19



This is Schedule "A" to By-Law
Passed this 9th Day of February, 2026.

Maria Konefal
Maria Konefal, City Clerk

Joe Preston
Joe Preston, Mayor



CONFIRMATION OF AN APPLICATION FOR MINOR VARIANCE

July 30, 2026

Secretary-Treasurer, Committee of Adjustment
Attention: Sherry Steadman

Pursuant to By-Law 30-2015, a consultation meeting was held on April 25, 2025, with City staff and the applicant.

An application for a minor variance, regarding 300 Elm Street was filed on October 8, 2025, and the required fee under Section 69 of the Planning Act has been provided.

Please contact the Planning & Building Services Department if you have any questions.

Regards,



Michelle Knieriem, MCIP, RPP
Manager of Planning Services



Clear Form

CORPORATION OF THE CITY OF ST THOMAS

COMMITTEE OF ADJUSTMENT

APPLICATION FOR MINOR VARIANCE OR FOR PERMISSION

(Section 45 of the Planning Act, RSO, 1990, as amended)

OFFICE USE:	Date Application Received: <u>July 30 2026</u>	Consultation Date: <u>April 25th, 2025</u>
	Date Application Deemed Complete: <u>July 30 2026</u>	

Application #: A14-2026

APPLICATION IS HEREBY MADE TO:

City of St. Thomas
 545 Talbot Street Committee of Adjustment August 27 2026
 St. Thomas ON N5P 3V7
 Tel: (519) 631-1680 ext 4138 Fax: (519) 633-9019
 Email: sssteadman@stthomas.ca

Please note that in accordance with By-Law 30-2015, consultation with the Planning and Building Services Department must take place prior to the submission of an application. After consultation, the application will be filed with the Assistant Secretary-Treasurer, together with the sketch referred to in Note 1 and \$900 made payable to the City of St. Thomas. All information and materials submitted for the application shall be made available to the public, as indicated by Section 1.0.1 of the Planning Act, R.S.O. 1990.

Personal information contained on this form is collected under the authority of the Planning Act, R.S.O. 1990, as amended, and Ontario Regulation 200/96 and will be used for the purpose of processing this application.

1. Name of Owner(s) Fatime Sherifi

Address 8590 Centennial Avenue, St Thomas, Ontario

Postal Code N5P 3S6 Tel: 519-808-9584 e-mail: prespagroup@hotmail.com

2. Name of Authorized Agent (if any) Claire Koops per Cyril J. Demeyere Ltd. (CJDL)

Address 261 Broadway, Tillsonburg, Ontario, P.O. Box 460

Postal Code N4G 4H8 Tel: 519-688-1000 e-mail: ckoops@cjdle.com

Note: Please specify to whom all communications should be sent: Owner ☒ Agent ☒

3. Nature and extent of relief from the Zoning By-law applied for:

Refer to accompanying letter

4. Reason why the proposed use cannot comply with the provisions of the Zoning By-law:

Refer to accompanying letter

5. Location of Land:

Concession No. _____ Lot(s) _____ Registered Plan No. 270 Lot(s) 71

Reference Plan No. _____ Part(s) _____

Geographic/Former Township YarmouthName of Street Elm StreetStreet No. 300

6. Dimensions of land affected:

Frontage 32.7 m Depth 67.1 mArea 2208.1 m² Width of Street -

7. Access to the subject land is by:

☐

a Regional Road

☐

a private road

☒a Municipal road that is maintained
all year☐

a Municipal road that is maintained seasonally

8. Particulars of all buildings and structures on or proposed for the subject land (Specify ground floor area, gross floor area, number of storeys, width, length, height). Please specify use of existing structures.

Existing:

Ground floor area: 213.9 m², number of storeys: 1

width: 14.14 ±m, height: 1 storey, length: 15.72 ±m

USE Fast Food Takeout: Domino's Pizza

Proposed:

Ground floor area: 273.6 m², number of storeys: 1

width: 11.25 ±m, height: height: 1 storey, length: 24.32 ±m

9. Location of all buildings and structures on or proposed for the subject land (Specify distance from side, rear and front lot lines). Please specify use of proposed structure.

Existing:

distance from front: 6.47 m, distance from rear: 46.12 m

distance from northern side: 8.87 m, distance from southern side: 8.20 m

Proposed:

distance from front: 41.52 m, distance from rear: 1.20 m

distance from northern side: 1.20 m, distance from southern side: 21.11 m

USE Office10. Date of acquisition of subject land: 201911. Date of construction of all buildings and structures on subject land: -

Domino's Pizza (former BMO building): August 1963

12. Existing uses of the subject land:

Domino's Pizza and parking area

13. Existing uses of abutting lands:

North: Residential East: The Junction Church

South: Across Elm Street: Minor Commercial Plaza West: Across First Street: Tim Hortons

14. Length of time the existing uses of the subject land have continued:

Use as Domino's Pizza: since 2019, Former use as BMO: since 1963

15. Services available (check appropriate space or spaces):

Water:

☒ Municipally owned and operated piped water system Other (Specify) _____

Sewage Disposal:

☒ Municipally owned and operated sanitary sewer system Other (Specify) _____

Storm Drainage

☒ Storm sewers Other (Specify) _____

16. Present Official Plan designation of the subject land:

Minor Commercial - City of St. Thomas Official Plan

17. Present Zoning of the subject land:

Minor Commercial Zone (C6-22) - City of St. Thomas Zoning By-law No. 50-88

18. Has the owner previously applied for relief (minor variance) under Section 45 of the Act in respect of the subject property?

yes ☐ no ☒

If the answer is yes, describe briefly (and if known, quote Application #)

19. Is the subject property the subject of a current application for a consent under Section 53 or a plan of subdivision under Section 51 of the Planning Act, 1990?

yes ☐ no ☒ If so, state Application # and status _____

APPLICANT DECLARATION

By making this application, permission is hereby granted to any Municipal staff members and Municipal Planning Consultant to enter upon the premises described in this application at a reasonable time for the purpose of inspecting the property in relation to the proposed application and for distributing information concerning the same. This information is being collected pursuant to the Planning Act, Municipal Act, and Freedom of Information Act. The information contained herein will be distributed to bodies and agencies prescribed by legislation and regulation and also to interested parties.

If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application (**Appendix A**). If the applicant is a corporation acting without an agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c.P.13. In accordance with that Act, it is the policy of the City of St. Thomas to provide public access to all Planning Act applications and supporting documentation submitted to the City.

I, Claire Koops, the Owner or Authorized Agent, hereby agree and acknowledge
(Print name of Owner or Authorized Agent)

that the information contained in this application and any documentation, including reports, studies and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M. 56, I hereby consent to the City of St. Thomas making this application and its supporting documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third party upon their request.

Collection of Personal Information:

Personal information on this form is collected under the authority of Section 41 of the *Planning Act*, R.S.O. 1990 and Sections 8 (1) and 10 of the *Municipal Act*, 2001, as amended, and will be used to contact the owner, applicant and/or agent regarding the Committee of Adjustment Application. Questions about this collection should be directed to the City Clerk, 545 Talbot Street, St. Thomas, Ontario, N5P 2T9 (519) 631-1680.

AFFIDAVIT OR SWORN DECLARATION

I, Claire Koops of Ingersoll in the province of Ontario,
name of applicant City

make oath and say (or solemnly declare) that the information required under Schedule 1 of Ontario Regulation 545/06 and provided by the applicant in this application is accurate, and that the information contained in the documents that accompany this application is accurate.

Sworn (or declared) before me at the Town of Tillsonburg on this 7th day of October, 2025.
City Day Month Year

Claire Koops
Signature of Owner or Authorized Agent

7th Oct, 2025
Date

Karla Suzanne Cyr, a Commissioner, etc.,
Province of Ontario,
for **Cyril J. Demeyere Limited.**
Expires March 21, 2028.

Signature of Commissioner of Oaths, etc.

7 October 2025
Date

Karla G

APPENDIX A – AUTHORIZATION OF OWNER

If the applicant is not the owner of the subject lands, please complete the owner authorization concerning personal information as set out below.

I, Fatime Sherifi, am the owner of the subject lands, and I authorize Claire Koops per Cyril J. Demeyere Ltd. (CJDL), to act on our behalf as the agent for the submissions required for all matters relating to the subject lands, and to provide any of my personal information that will be included in this application or collected during the planning process.

June 10, 2025
Date

Fatime Sherifi
Signature of Owner

APPENDIX B – ACKNOWLEDGEMENT OF LEGAL AND PLANNING FEES

In addition to the application fees listed in this application package, please note that where the City requires assistance from its solicitors or other technical or professional consultants in the processing of this application, the applicant shall be responsible for reimbursing all fees incurred by the City.

***Please note, Appendix B must be completed by the owner, not the authorized agent.**

I, Fatime Sherifi, am the owner of the subject lands, and I understand that further fees may be incurred by the City throughout the planning process and that I am responsible for reimbursing all fees.

June 10, 2025
Date

Fatime Sherifi
Signature of Owner

NOTES:

1. Each copy of this application must be accompanied by a Sketch. The Sketch need not necessarily be to scale, but dimensions must be accurate, and showing the following:
 - (a) The boundaries and dimensions of the subject land;
 - (b) The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines;
 - (c) The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, driveways, swimming pools, roads, railways, drainage ditches, wells, septic tank and tile bed, and trees;
 - (d) The current uses on land that is adjacent to the subject land;
 - (e) The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public traveled road, a private road or a right-of-way;
 - (f) If access to the subject land is by water only, the location of the parking and docking facilities to be used;
 - (g) The location and nature of any restrictive covenant or easement affecting the subject land;
2. The Committee of Adjustment may require that a preliminary drawing be prepared, signed and dated by an Ontario Land Surveyor.
3. If this application is signed by an agent or solicitor on behalf of an applicant, the owner's written authorization must accompany the application. If the applicant is a corporation acting without agent or solicitor, the application must be signed by an officer of the corporation and the corporation's seal (if any) must be affixed.

30 March 2026

25012

Sherry Steadman
City of St. Thomas
545 Talbot Street
St. Thomas, Ontario
N5P 3V7

RE: PLANNING LETTER
APPLICATION FOR MINOR VARIANCE
FATIME SHERIFI
300 ELM STREET
ST. THOMAS

Dear Ms. Steadman,

We are pleased to submit the enclosed application for Minor Variance for the lands municipally known as 300 Elm Street in the City of St. Thomas. The proposed Minor Variance would support the development of a commercial building on a currently underutilized parking lot in the north eastern portion of the subject property.

A formal pre-consultation meeting with City of St. Thomas staff was held on April 25th, 2025, where the necessity of a minor variance was confirmed.

This minor variance is proposed to:

- a) Permit a commercial building 1.2 m from the northerly interior side lot line, whereas Subsection 17.4.1.1 of the City of St. Thomas Zoning By-Law No. 50-88 requires a minimum side yard depth of 3 m where the lot abuts a residential zone.
- b) Permit a commercial building 1.2 m from the rear lot line, whereas Subsection 17.4.1.2 of the City of St. Thomas Zoning By-Law No. 50-88 requires a minimum rear yard depth of 3 m where the lot abuts a residential zone.
- c) Permit a new commercial office building and an existing commercial building with a combined total floor area of 487.5 m², whereas Subsection 17.4.1.4 of the City of St. Thomas Zoning By-Law No. 50-88 requires the maximum floor area of all permitted and non-conforming uses to be 300 m².

Section 45(1) of the *Planning Act* (R.S.O. 1990) empowers the Committee of Adjustment to authorize minor variances to the provisions of the Zoning By-law under circumstances that have come to be known as the 'four tests'. The following analysis provides an assessment of how the proposed variances meet the four tests:

☐ Fax

☐ Mail

☐ Deliver

☐ Courier

☒ e-mail

1. Is the variance minor?

Regarding the first test of whether the variance is minor, the proposed reductions in rear and side yard setbacks will not result in adverse impacts on the surrounding land uses. To the north, the development sits adjacent to a residential shed that contains no windows along the shared lot line, ensuring that sunlight and privacy for the neighbour use area remain unaffected. Similarly, the interface with the neighboring church consists of an existing side lawn which acts as a natural buffer, maintaining a functional and visual distance.

The lot is of a sufficient size to accommodate the proposed increase in total floor area without overcrowding the site or altering the character of the adjoining residential area.

Since no significant impacts to neighbouring land uses area expected, the proposed variances are minor in nature.

2. Is the variance desirable for the appropriate use of the land, building, or structure?

The proposed minor variance supports the development of a commercial building on a currently underutilized parking area on the subject property. Leveraging underutilized parcels optimizes the use of land within the city and represents an efficient form of development. Furthermore, the addition of the proposed business office contributes to the diversification of the local economic landscape, which in turn contributes to the overall economic activity of the City of St. Thomas.

For these reasons, infill development of the underutilized parking area for a small-scale office is desirable for the appropriate use of land.

3. Is the general intent and purpose of the Official Plan maintained?

The subject lands are designated Minor Commercial in the City of St. Thomas Official Plan. The following goals are specified for Minor Commercial areas by the Official Plan:

- i) *"To permit development of retail stores, convenience stores and services that provide for the day-to-day shopping needs of local residents;*
- ii) *To ensure the Minor Commercial areas remain subsidiary in size and function to the Downtown, Major Commercial, Power Centre and Secondary Commercial areas."*

Additionally, the Official Plan recognizes the following about Minor Commercial areas:

"They should remain limited in size because they are an integral part of the adjoining residential neighbourhoods, designed to serve local needs"

The proposed minor variance will facilitate the development of a small-scale office building containing a business that serves the needs of the local residential area. Due to this use and scale, the proposed variance maintains the general intent and purpose of the Official Plan.

Section 5.7.3.2 (iv) and (x) of the Official Plan states that applications for approval of a minor commercial use shall be reviewed on the basis of conformity with the following policies:

“iv) the access to and traffic generated by the site shall not create traffic hazards on abutting roads and

...

x) adequate off-street parking shall be provided.”

A Traffic Impact Brief has been prepared by Paradigm Transportation Solutions to assess the potential traffic impacts of the proposed development. This study found that the proposed redevelopment will generate minimal vehicular traffic, and will not create a hazard on First Avenue, Elm Street, or either existing site driveway. This study also specified that the site can accommodate adequate off-street parking for the existing and proposed uses in compliance with the Zoning By-law. This Transportation Impact Brief is included with this application.

For these reasons, the proposed variances maintain the general intent and purpose of the St. Thomas Official Plan.

4. Is the general intent and purpose of the Zoning By-law maintained?

The rear yard and side yard setbacks of the Minor Commercial zone are intended to ensure commercial zones provide an appropriate transitional space between adjoining properties. This transitional area ensures that appropriate spacing between buildings and the lots lines to facilitate maintenance access, prevent excessive shade and shadow and/or loss-of-privacy on adjoining properties.

Because the neighbouring use areas near the proposed new building are less sensitive (the shed on the residential property and the church lawn, rather than residential living spaces) the potential impacts related to shading and privacy are limited. Additionally, the 1.2 m setback proposed provides appropriate maintenance access to the exterior of the building.

The maximum floor area restriction is intended to ensure commercial uses in the Minor Commercial Zone do not result in building forms that impact the character of the surrounding residential neighbourhoods, and to help ensure that they primarily serve local needs. Given the size of the lot, the increase in floor area contributes to the efficient use of land, facilitating infill development of an underutilized space while maintaining compatibility with the adjacent residential area.

For these reasons, the proposed Minor Variances maintain the general intent and purpose of the Zoning By-law.

In support of the application for Minor Variance, in addition to this letter, the following material has been submitted:

- Application forms;
- Cheque for the application fee (\$900.00);
- A Site Plan depicting the proposed development prepared by CJDLC;
- A Transportation Impact Brief Prepared by Paradigm;
- A Plan of Survey prepared by Kim Husted Surveying Ltd.

If you have any questions or concerns, please do not hesitate to contact the undersigned.

**

**

**

All of which is respectfully submitted by,

A handwritten signature in black ink, reading "Claire Koops". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Claire Koops, Junior Planner



5A-150 Pinebush Road
Cambridge ON N1R 8J8
p: 519.896.3163
905.381.2229
416.479.9684

www.ptsl.com

2026-07-16
Project: (250849)

Zac Racher
Cyril J. Demeyere Limited
261 Broadway, P.O. Box 460
Tillsonburg, Ontario N4G 4H8

**RE: MINOR BUILDING ADDITION, 300 ELM STREET, ST. THOMAS
TRANSPORTATION IMPACT BRIEF UPDATE**

Paradigm Transportation Solutions Limited (Paradigm) prepared a Transportation Impact Brief¹ (TIB) in March 2026 for a minor office building addition to the existing Domino's Pizza outlet on the property located at 300 Elm Street, St. Thomas. Subsequently, Paradigm prepared a TIB Update Letter in May 2026² to assess an alternative scenario wherein the building addition is developed as a 123.6 sq. m. (1,330 sq. ft.) medical clinic and a 150.0 sq. m. (1,615 sq. ft.) dispensing pharmacy.

Since the submission of the TIB and the subsequent update, the City has requested the following:

The Traffic Impact Brief (TIB) needs to provide a statement confirming that, in their professional opinion, the proposed 27 off-street parking spaces are adequate to accommodate the existing restaurant building floor area of 213.9 sqm and proposed business office, clinic and pharmacy building floor area of 273.6 sqm.

This TIB Update includes a review of the proposed parking supply under two scenarios: one where the building addition includes only office use, and one where the building addition comprises a medical clinic and dispensing pharmacy.

¹ Prepared by Paradigm Transportation Solutions Limited, "Minor Office Addition, 300 Elm Street, St. Thomas Transportation Impact Brief", 30 March 2026.

² Prepared by Paradigm Transportation Solutions Limited, "Minor Office Addition, 300 Elm Street, St. Thomas Transportation Impact Brief Update", 06 May 2026.

Parking Requirements

As noted, the proposed building addition will include a GFA of 273.6 sq. m. (2,945 sq. ft.) and comprise either entirely office or will be split between a clinic and a pharmacy. Both scenarios include retaining the existing 213.9 sq. m. (2,302 sq. ft.) Domino's Pizza building.

At present there are 33 onsite parking spaces, and the proposed redevelopment will result in the removal of six spaces leaving a total of 27 onsite parking spaces.

The assessment of the proposed onsite supply of 27 parking spaces is guided by the City of St. Thomas Zoning By-Law 50-88³, and corresponding parking rates provided by the Institute of Transportation Engineer (ITE) Parking Generation Manual (6th Edition)⁴.

The existing Domino's Pizza operates as a takeout facility and does not provide a sit-down service. The ZBL parking requirement of 20 spaces per 100 sq. m. for a restaurant use is not appropriate for the subject pizza outlet. The ZBL requirement of 3 spaces for 100 sq. m. for retail-commercial uses is more appropriate for the subject outlet, which amounts to seven onsite parking spaces.

For the new building addition, the ZBL requirement will be 16 spaces if used as an office and 17 spaces if used as a medical clinic and pharmacy.

Table 1 summarizes the ZBL rates and the corresponding requirements.

The following considerations are appropriate in assessing the parking requirements shown in **Table 1**:

- ▶ While the existing Domino's is classified as a restaurant use, the standard restaurant parking rate is not considered appropriate because no customer seating is provided; therefore, the general retail-commercial rate of 3.0 spaces per 100 sq. m. is applied.
- ▶ Similarly, the ZBL does not have a specific rate for a pharmacy use and as such, the Retail Store rate of 4.5 spaces per 100 sq. m. is applied.
- ▶ The medical clinic follows a rate of 1.0 space per 50 sq. m. GFA, consistent with the Special Zone provision in the City's ZBL⁵.
- ▶ The pharmacy could also be assessed using the same rate applied to the clinic; however, the Retail Store rate provides a more conservative assessment.

³ City of St. Thomas Zoning By-Law 50-88, Section 4.3.3: Parking Requirements in Commercial Zones, 1988.

⁴ Institute of Transportation Engineers, *Parking Generation*, 6th Ed., Washington DC: ITE, October 2023.

⁵ Ibid, Section 17.5.22.



TABLE 1: ZBL REQUIRED AND PROPOSED RATES

Land Use	GFA (sq. m.)	ZBL Requirement	Provided
<i>Clinic and Pharmacy</i>			
Domino's (Other Commercial Uses)	213.9	3.0 spaces per 100 sq. m.	7
Medical Clinic	123.6	1.0 space per 50 sq.m.	3
Pharmacy (Retail Store)	150.0	4.5 spaces per 100 sq.m.	7
Total			17
<i>Office</i>			
Domino's (Other Commercial Uses)	213.9	3.0 spaces per 100 sq. m.	7
Business Office	273.6	3.0 spaces per 100 sq. m.	9
Total			16

As can be seen in the **Table 1**, the proposed supply of 27 parking spaces is adequate to meet the parking requirements of the new building either as a business office or a medical clinic/pharmacy, along with the existing Domino's Pizza outlet.

ITE Parking Rates

The ITE Parking Generation Manual provides data on surveys across the USA and Canada of peak parking demand of different land uses.

The parking demand for the subject site has been estimated using the average rates of the following land use codes:

- ▶ LUC 630, Walk-In Clinic (includes Medical Clinic and Pharmacy);
- ▶ LUC 712, Small Office Building; and
- ▶ LUC 933, Fast-Food Restaurant without Drive-Thru Window.

It is noted that ITE's description of the use indicates that the data include sites that have both a medical clinic and a pharmacy.

Table 2 summarizes the estimated number of required parking spaces based on the ITE rates. As shown in the table, the existing Domino's and the proposed new building will require a total of 28 parking spaces if the new building is used as a medical clinic and pharmacy, and 22 spaces if it is used as an office building.



TABLE 2: ITE PARKING DEMAND

Land Use Code	GFA (sq. ft.)	Average Parking Rate	Total
<i>Clinic and Pharmacy</i>			
630: Walk-In Clinic	2,945	3.67	11
933: Fast-Food Restaurant without Drive-Thru Window	2,302	7.54	17
Total			28
<i>Office</i>			
712: Small Office Building	2,945	1.85	5
933: Fast-Food Restaurant without Drive-Thru Window	2,302	7.54	17
Total			22

Based on parking demand estimates shown in **Table 2**, the proposed supply of 27 parking spaces is adequate for the proposed redevelopment of the site.

Additionally, the above ITE assessment assumes concurrent peak parking demand for all site uses. In practice some level of shared parking is anticipated between the existing Domino's Pizza use and the proposed medical clinic and pharmacy uses, as peak customer activity may occur at different times of day. Accordingly, the combined parking demand is expected to be somewhat lower than the combined average peak demands summarized in **Table 2**.

Summary

In summary and based on the above review using the applicable ZBL and ITE parking rates and requirements, it is reasonable to consider the proposed parking supply of 27 onsite parking spaces as adequate to accommodate the existing Domino's building and the proposed building addition under either scenario.

Yours very truly,

PARADIGM TRANSPORTATION SOLUTIONS LIMITED



Rajan Philips

M.Sc., P.Eng.

Senior Transportation Consultant



(PART 1) PLAN OF SURVEY OF

SCALE 1: 300

METRIC DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

KIM HUSTED SURVEYING LTD.

(PART 2)

REPORT SUMMARY (TO BE READ IN CONJUNCTION WITH PLAN OF SURVEY)
REGISTERED EASEMENTS AND/OR RIGHTS-OF-WAY: NONE REGISTERED ON TITLE
COMPLIANCE WITH MUNICIPAL OFFICIAL PLANS AND ZONING BY-LAWS: NOT CERTIFIED BY THIS REPORT
ADDITIONAL REMARKS: PROPERTY DESCRIPTION: PART OF LOT 71, REGISTERED PLAN 270 CITY OF ST. THOMAS, COUNTY OF ELMG, MUNICIPAL #300 ELM STREET
ALL OF P.L.N. 35209-0149
SUBJECT PROPERTY AREA = 2209.3 SQ. METRES
AREA OF SUBJECT PROPERTY COVERED BY COMMERCIAL BUILDING = 213.9 SQ. METRES
COVERAGE = 9.7 %

THIS SURVEYOR'S REAL PROPERTY REPORT HAS BEEN PREPARED FOR
FATIME SHERIFI
AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY
FOR USE BY OTHERS

SURVEYOR'S CERTIFICATE

I CERTIFY THAT

(1) - THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE REGULATIONS MADE UNDER THEM

(2) - THIS SURVEY WAS COMPLETED ON THE 4th DAY OF FEBRUARY, 20

FEBRUARY 5, 2025
DATE

KIM S. HUSTED
ONTARIO LAND SURVEYOR

THIS REPORT CAN BE UPDATED BY KIM HUSTED SURVEYING LTD.
HOWEVER NO ADDITIONAL PRINTS OF THIS ORIGINAL
REPORT WILL BE ISSUED SUBSEQUENT TO THE DATE
OF CERTIFICATION

NOTES

(1) - BEARINGS ARE GRID, DERIVED FROM GPS OBSERVATIONS SHOWN HEREON
HAVING A GRID BEARING OF N 87° 18' 3" 0 W (UTM, ZONE 17, NAD83, CSRS) (2010.0

LEGEND

■	DENOTES	SURVEY MONUMENT FOUND
■	DENOTES	SURVEY MONUMENT SET
□	DENOTES	STANDARD IRON BAR
RB	DENOTES	IRON BAR
■	DENOTES	ROUND IRON BAR
(W)	DENOTES	WITNESS
(741)	DENOTES	D. JOUGHTON, O.L.S.
(1130)	DENOTES	J.G. RUPERT, O.L.S.
(S)	DENOTES	SOURCE
(P1)	DENOTES	REGISTERED PLAN 65
(P2)	DENOTES	EXPROPRIATION PLAN D-1057
(P2)	DENOTES	REGISTERED PLAN 240
(P4)	DENOTES	DEPOSITED PLAN 11R-628
(P4)	DENOTES	DEPOSITED PLAN 11R-240
(P4)	DENOTES	DEPOSITED PLAN 11R-270
(P7)	DENOTES	DEPOSITED PLAN 11R-4548
(D1)	DENOTES	INSTRUMENT O113333, PLAN 35209-0145
(P5)	DENOTES	FEASIBILITY
(S)	DENOTES	SET
(P5)	DENOTES	PROPERTY IDENTIFICATION NUMBER
■	DENOTES	BURIED GAS LINE

"THIS IS NOT
AN ORIGINAL COPY
UNLESS
EMBOSSED WITH
SEAL"

© COPYRIGHT 2025 KIM HUSTED SURVEYING LTD.

THE REPRODUCTION, ALTERATION, OR USE OF THIS REPORT IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF KIM HUSTED SURVEYING LTD. IS STRICTLY PROHIBITED



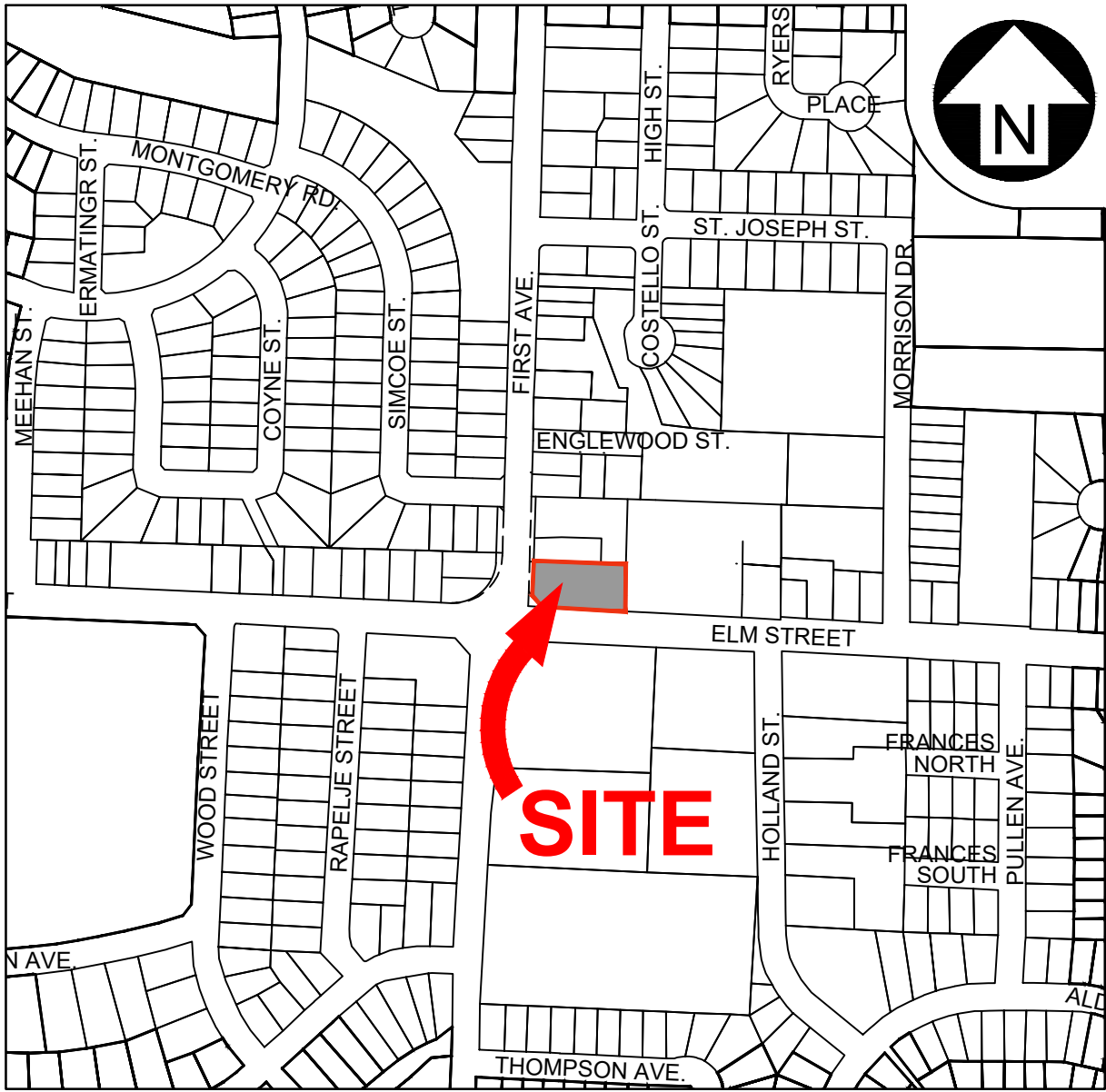
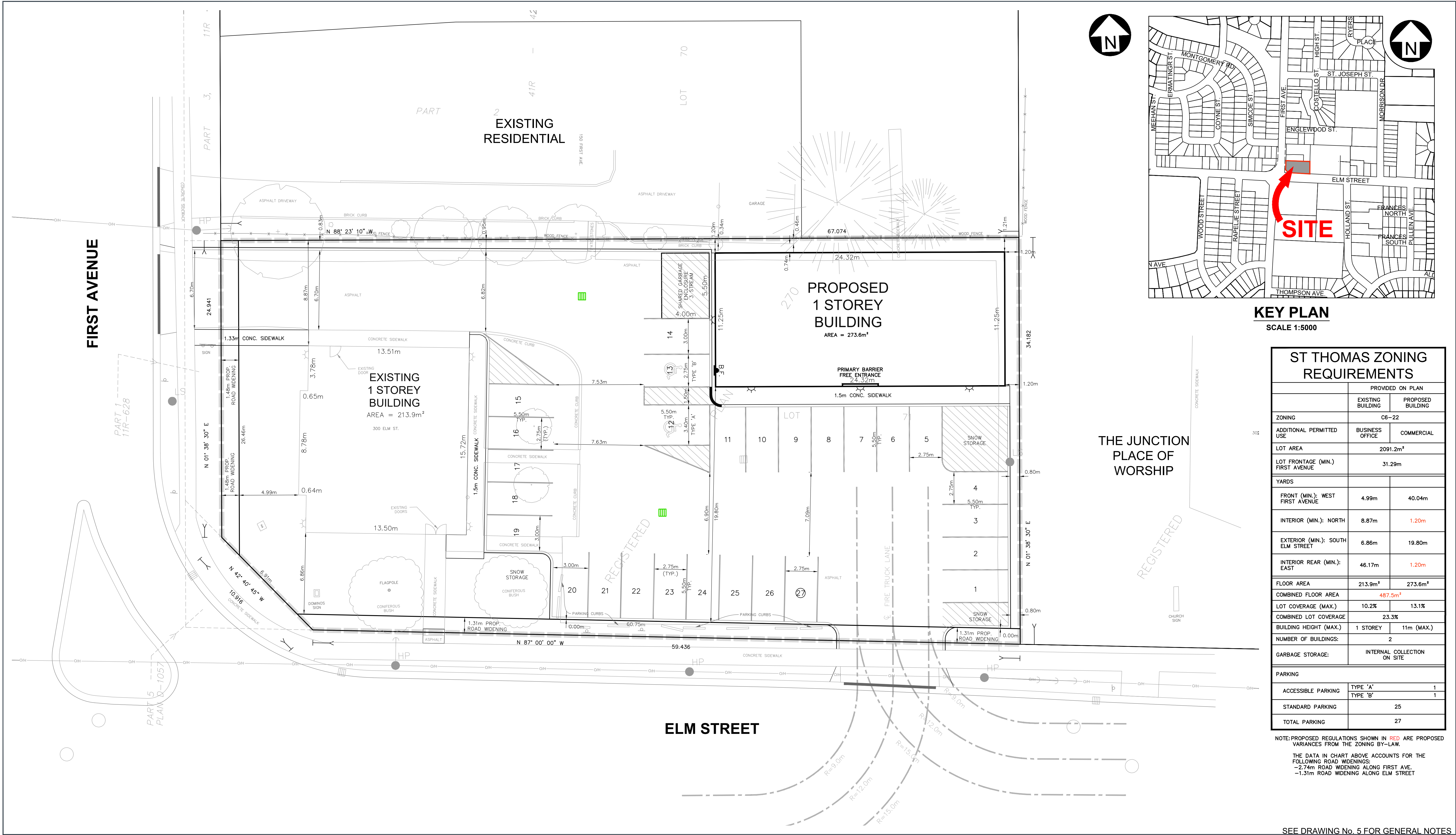
KIM HUSTED
SURVEYING LTD.
A wholly owned subsidiary of J.D. Barnes Limited

20 Hume St. Tillamook, ON M4C 3H8

SURVEYING
MAPPING
GIS

DRAWN BY: WLP	CHECKED BY: KSH	REFERENCE NO.: 24-53-431-0
		DATED: 01/16/25

I:\ACAD Projects\2025\2501204-Layouts\25012_Site Plan.dwg, 2026-05-15 11:13:06 AM, a.vanrick, 125.4



KEY PLAN
SCALE 1:5000

ST THOMAS ZONING REQUIREMENTS		
	PROVIDED ON PLAN	
	EXISTING BUILDING	PROPOSED BUILDING
ZONING	C6-22	
ADDITIONAL PERMITTED USE	BUSINESS OFFICE	COMMERCIAL
LOT AREA	2091.2m ²	
LOT FRONTAGE (MIN.) FIRST AVENUE	31.29m	
YARDS		
FRONT (MIN.): WEST FIRST AVENUE	4.99m	40.04m
INTERIOR (MIN.): NORTH	8.87m	1.20m
EXTERIOR (MIN.): SOUTH ELM STREET	6.86m	19.80m
INTERIOR REAR (MIN.): EAST	46.17m	1.20m
FLOOR AREA	213.9m ²	273.6m ²
COMBINED FLOOR AREA	487.5m ²	
LOT COVERAGE (MAX.)	10.2%	13.1%
COMBINED LOT COVERAGE	23.3%	
BUILDING HEIGHT (MAX.)	1 STOREY	11m (MAX.)
NUMBER OF BUILDINGS:	2	
GARBAGE STORAGE:	INTERNAL COLLECTION ON SITE	
PARKING		
ACCESSIBLE PARKING	TYPE 'A'	1
	TYPE 'B'	1
STANDARD PARKING	25	
TOTAL PARKING	27	

NOTE: PROPOSED REGULATIONS SHOWN IN RED ARE PROPOSED VARIANCES FROM THE ZONING BY-LAW.
THE DATA IN CHART ABOVE ACCOUNTS FOR THE FOLLOWING ROAD WIDENINGS:
-2.74m ROAD WIDENING ALONG FIRST AVE.
-1.31m ROAD WIDENING ALONG ELM STREET

SEE DRAWING No. 5 FOR GENERAL NOTES

LEGEND

— SAN —	PROPOSED SANITARY SEWER	— W —	PROPOSED WATERMAIN	○ MH	MAINTENANCE HOLE
— SAN —	EXISTING SANITARY SEWER	— W —	EXISTING WATERMAIN	○ CB	CATCH BASIN
— ST —	FUTURE SANITARY SEWER	— W —	FUTURE WATERMAIN	— P —	WATER VALVE
— ST —	PROPOSED STORM SEWER	— W —	PHASE LIMITS	— B —	WATER SERVICE CURB STOP
— ST —	EXISTING STORM SEWER			— B —	HYDRANT
— ST —	FUTURE STORM SEWER				

CONSULTANT:

CJDL
Consulting Engineers

ST. THOMAS
THE RAILWAY CITY

Civil 3, Demeyere Limited
P.O. Box 450, 261 Broadway
Toronto, Ontario, M4G 4H8
Tel: 519-481-1000
416-312-8888
Fax: 519-482-2235
cjd@cjdl.com

STAMP:



PRELIMINARY
UPDATED TO REVIEW
ROAD WIDENINGS.
MAY-15-2025

REVISION

#	DESCRIPTION	DATE	BY
1	ISSUED FOR MINOR VARIANCE APPLICATION	07/10/2025	D.J.L.

SITE PLAN

CONTRACT #: 25012
PROJECT NAME: 300 ELM STREET
PART OF LOT 71, RP 270
FATIME SHERIFI
SCALE: 1:150
DRAWING #: 1



Report No.: COA13-2026

Directed to: Members of the Committee of Adjustment

Meeting Date: 08/27/2026

Department: Planning & Building Services Department

Prepared by: Steve Craig, Senior Planning Technician

Attachment: Location Plan,
Aerial Photograph (2025)

Location: 300 Elm Street, City of St. Thomas

Applicant: Fatime Sherifi

Subject: Request for a minor variance pursuant to Section 45(1) of the Planning Act, R.S.O.

Recommendation:

That: Report COA13-2026 relating to an application for a minor variance at 300 Elm Street be received for information.

Background:

Minor Variance Application No. COA13-2026 has been filed to permit the development of a new 273.6 square metre, single-storey commercial building on the north-easterly portion of the subject lands. The existing 213.9 square metre, single-storey commercial building (currently occupied by Domino's Pizza) will remain on the site and continue its current commercial use. The proposed new building is shown on the site plan prepared by CJDLC Consulting Engineers, which accompanies the application.

Requested Variance(s):

- i.) To permit a commercial building 1.2m from the northerly interior side lot line, whereas Subsection 17.4.1.1 of the Zoning By-law requires a minimum side yard depth of 3m.



- ii.) To permit a commercial building a minimum of 1.2m from the easterly rear lot line, whereas Subsection 17.4.1.2 of the Zoning By-law requires a minimum rear yard depth of 3m.
- iii.) To permit a maximum floor area of 487.5sqm for all commercial uses on the subject lot, whereas Subsection 17.4.1.4 of the Zoning By-law limits the maximum floor area of all permitted and non-conforming commercial uses on a lot in a Minor Commercial Zone to 300sqm.

Provincial Planning Statement, 2024 (PPS):

- The Provincial Planning Statement, 2024 (PPS) provides policy direction on matters of provincial interest related to land use planning and development. Decisions by planning authorities, including the Committee of Adjustment, that are made under the authority of the Planning Act are required to be consistent with the PPS.
- The subject minor variance application is consistent with the applicable policies and objectives of the Provincial Planning Statement, 2024 (PPS), including the following:
 - ✓ Settlement areas shall be the focus of growth and development (Policy 2.3.1.1).
 - ✓ Land use patterns within settlement areas shall be based on densities and a mix of land uses which efficiently use land and resources (Policy 2.3.2).
- The proposed development represents appropriate infill within an established settlement area, supporting the efficient use of the subject lands and existing infrastructure for commercial purposes.
- The requested variances are consistent with the applicable policies and objectives of the Provincial Planning Statement, 2024.

St. Thomas Official Plan:

- The subject lands are within the Minor Commercial designation, as shown on Schedule A (Land Use Plan) to the Official Plan for the City of St. Thomas.
- The Minor Commercial designation serves day-to-day retail and service needs of the surrounding residential areas. It is recognized that minor commercial facilities serve an important retailing function, however they should remain limited in size because they are an integral part of the adjoining residential neighbourhoods, designed to serve local needs and their large-scale development would be inconsistent with the goals for the planned function of the upper level of the St. Thomas commercial hierarchy (5.7.1). *Conforms, the proposed building is intended to accommodate a medical clinic and dispensing pharmacy or business offices, all of which are compatible uses within the Minor Commercial designation. The site will continue to serve the day-to-day needs of local residents while remaining subsidiary in size and function to the broader St. Thomas commercial hierarchy.*

- The following goals are adopted for the Minor Commercial areas (5.7.2):
 - i. To permit development of retail stores, convenience stores and services that provide for the day-to-day shopping needs of local residents;
 - ii. To ensure the Minor Commercial areas remain subsidiary in size and function to the Downtown, Major Commercial, Power Centre and Secondary Commercial areas.
Conforms. The proposed building is intended to accommodate a medical clinic and dispensing pharmacy or business offices, all of which are compatible uses within the Minor Commercial designation. The site will continue to serve the day-to-day needs of local residents while remaining subsidiary in size and function to the broader St. Thomas commercial hierarchy.
- Permitted uses in the Minor Commercial designation include retail and service uses of a convenience or day-to-day nature with no single use exceeding 300sqm in size. Examples of these types of facilities are a convenience store, hairdresser, barber, bank, bakery, and restaurant. Offices uses and a clinic are also permitted (5.7.3.1). *Conforms, the proposed building is intended to accommodate a medical clinic and dispensing pharmacy or business offices, with a gross leasable floor area of 273.6sqm, which is below the 300sqm maximum permitted for a single retail or service use within the Minor Commercial designation.*
- Applications for approval of a minor commercial use shall be reviewed on the basis of conformity with the following policies (5.7.3.2):
 - i. The site shall be located on an Arterial Road, preferably at the intersection with a collector road as shown on Schedule "B" to the Official Plan. *Conforms, the subject lands are located on First Avenue (Major Arterial) and Elm Street (Minor Arterial) which are classified as arterial roads.*
 - ii. A new minor commercial use shall not be permitted at the intersection of two Arterial Roads as shown on Schedule "B" to the Official Plan. *Conforms, the subject lands are located at the intersection of two arterial roads; however, the proposed development is an expansion of an existing commercial use and not a new minor commercial use. City records confirm that commercial use of the lands, specifically the Bank of Montreal, was established in 1966, predating the City of St. Thomas Official Plan adopted by Council on September 27, 1979.*
 - iii. A new minor commercial use shall not be permitted on a minor collector or a local road as shown on Schedule "B" to the Official Plan. *Conforms, the proposed development is an expansion of an existing commercial use, and the subject lands are not located on a minor collector or a local road.*
 - iv. The access to and traffic generated by the site shall not create traffic hazards on abutting roads. *Conforms, Paradigm Transportation Solutions Limited (Paradigm) prepared a Transportation Impact Brief (TIB) in March 2026 for an office building. According to the summary the proposed office building is expected to generate minimal vehicular traffic, with minimal impacts on First Avenue, Elm Street and on both driveways on the site (2026-03-25, Project: (250849)). Since the submission*

of the original TIB, the applicant requested approval of alternative but comparable uses including a medical clinic (123.56sqm) and a dispensing pharmacy (150sqm). According to the summary a medical clinic and dispensing pharmacy is expected to generate minimal vehicular traffic, with minimal impacts on First Avenue, Elm Street, and at both site driveways (2026-05-26, Project: (250849)). Staff note that the report limited its review to the proposed office, medical clinic and dispensing pharmacy uses that are proposed as part of this application and did not consider the broader range of uses that could be permitted by the Zoning By-law on the subject lands.

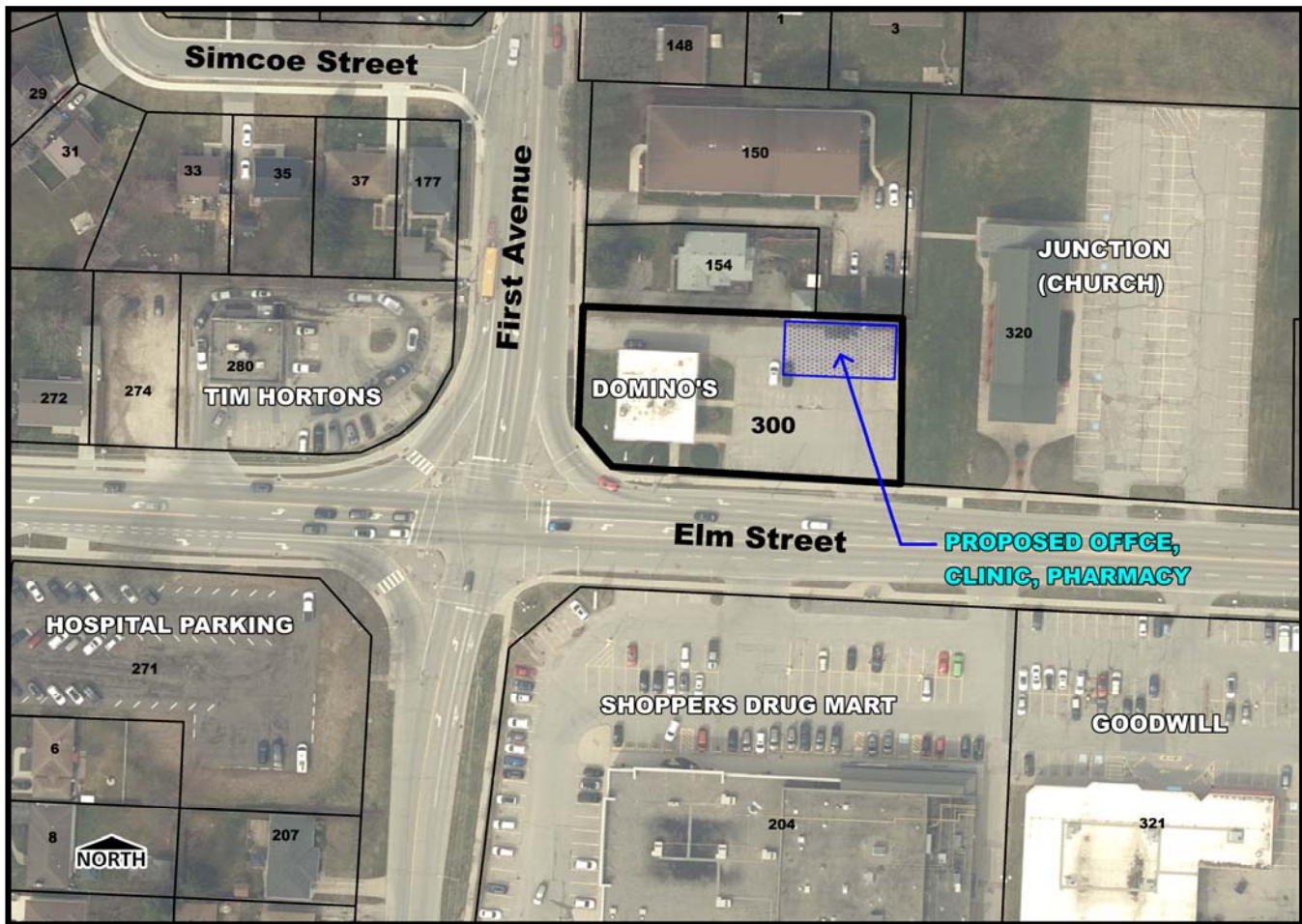
- v. *The buildings containing minor commercial uses shall be designed to a high architectural and landscape standard to blend in with and/or compliment the character of the adjacent residential areas. Conforms, the site plan review and approval process provides an appropriate mechanism to incorporate measures that ensure the proposed commercial building is designed and landscaped to complement the character of the adjacent residential areas.*
- vi. *The site area shall be adequate to incorporate the necessary landscape screening or buffering to minimize potential impacts on the surrounding residences. Conforms, the site plan review and approval process provides an appropriate mechanism to incorporate measures that ensure landscape or buffering minimize potential impacts on surrounding residences.*
- vii. *Lighting and signage shall not create an adverse visual impact on the surrounding residences. Conforms, the site plan review and approval process provides an appropriate mechanism to ensure that any new lighting and signage will not have adverse impacts on the surrounding residences.*
- viii. *Garbage collection/storage areas shall be located and screened to minimize any adverse impacts on surrounding uses. Conforms, the site plan review and approval process provides an appropriate mechanism to ensure that the location, design, and screening of the garbage collection and storage area minimize potential adverse impacts on surrounding uses.*
- ix. *No outside storage of goods or materials shall be permitted. Conforms, the site plan review and approval process provides an appropriate mechanism to ensure that no outside storage of goods or materials is permitted on the site.*
- x. *Adequate off-street parking shall be provided. The applicant obtained the services of Paradigm Transportation Solutions Limited, who concluded that based on their review using Zoning By-law and ITE parking rates and requirements, it is reasonable to consider the proposed parking supply of 27 onsite parking spaces as adequate to accommodate the existing Domino's building and the proposed building addition under either scenario, including office use or a medical clinic and dispensing pharmacy (2026-07-16, Project 250849)). Staff note that the report limited its review to the existing fast-food restaurant without a drive-through, and the proposed office, medical clinic and dispensing pharmacy as proposed in this application and did not consider the broader range of uses that could be permitted by the existing zoning on the subject lands.*

- Where an applicant is proposing commercial uses in excess of the warranted space identified in the City's Retail Market Study, a Market Demand and Directional Impact Analysis demonstrating that the proposed uses will not have a deleterious impact on the planned function of the upper level of the St. Thomas commercial hierarchy, Downtown, Power Centre, Major Commercial, Mixed Use Development and Secondary Commercial designations (5.7.3.4). *Conforms, The City retained Watson & Associates Economists Ltd., in association with Dillon Consulting Ltd., to prepare an updated Commercial Market Study as part of the Official Plan Review. The May 9, 2025, update identifies a need for approximately 103,600 m² of additional commercial floor space and 33 hectares of commercial land to 2051, with a projected 24-hectare land supply shortfall. The proposed 273.6 m² commercial building will support projected commercial needs and is not expected to adversely impact the planned function of the St. Thomas commercial hierarchy (5.7.3.4).*
- The maximum total gross leasable floor space available for all commercial or office uses in any area designated Minor Commercial shall be 2,300sqm (5.7.3.5). *Conforms, the subject Minor Commercial designation contains a proposed total gross leasable floor area of 487.5sqm, comprising the existing building (213.9sqm) and the proposed building (273.6sqm), which is below the maximum permitted 2,300sqm.*
- Schedule C (Roads Widening Plan) to the Official Plan of the City of St. Thomas identifies First Avenue (Major Arterial) with a proposed minimum road allowance width of 29m-32m and Elm Street (Minor Arterial) with a proposed minimum road allowance width of 26-29m. The right-of-way widths indicate the minimum planned widths of the road right of ways that may be secured as part of the development approval process (9.1.1.9.1). Road widenings shall be reserved or obtained, at no cost to the City, through subdivision approval, condominium approval, land severance consent, site plan approval or by gift, bequeathment, purchase or through expropriation where necessary and feasible (9.1.1.9.2). *Conforms, the First and Elm road widenings have been identified on the site plan accompanying the application and will be obtained through the site plan control process.*
- The requested variances are in conformity with the general intent and purpose of the Official Plan.

St. Thomas Zoning By-Law 50-88:

- The subject lands are within the Minor Commercial Zone (C6-22), as shown on Zoning Map 21, City of St. Thomas Zoning By-Law No. 50-88.
- Permitted uses of the C6-22 zone include a retail store, personal service shop, restaurant, business office, pet grooming shop, bakery, private club, institution, clinic, entertainment centre, clinic, pharmacy and uses accessory to the foregoing (17.1 and 17.5.22(b)). *Conforms, the C6-22 zone permitted uses include a clinic, pharmacy and business offices.*

- The maximum gross leasable floor area of a pharmacy shall not exceed 150sqm (17.5.22(d)).
Conforms, the proposed gross leasable floor area of the pharmacy is 150sqm.
- The minimum side and rear yard depth is nil (0m), except where the side yard abuts a Residential Zone, in which case a minimum side and rear yard depth of 3m is required (17.4.1.1 and 17.4.1.1).
Minor Variance, the requested 1.2 m setbacks allow the proposed building to be appropriately positioned on the site while retaining the existing commercial building, maximizing on-site parking, and accommodating the required First and Elm Street road widenings. Given the building's single-storey form and modest scale, no adverse impacts on adjacent properties are anticipated. The proposed setbacks provide adequate space for maintenance, drainage, screening, and building services, while supporting an efficient and functional site layout.
- The maximum gross leasable floor area of all commercial uses permitted within any Minor Commercial Zone shall not exceed 2,300sqm (17.4.1.3). *Conforms, The total proposed gross leasable floor area within the C6-22 zone is 487.5sqm, comprising the existing building (213.9sqm) and the proposed building (273.6sqm), which is well below the maximum permitted 2,300sqm.*
- The maximum floor area of all permitted and non-conforming commercial uses on a lot in this zone is 300sqm (17.4.1.4). *Minor Variance. the proposed building is intended to accommodate a medical clinic and dispensing pharmacy or business offices, with a gross leasable floor area of 273.6sqm, which is below the 300sqm maximum permitted for a single retail or service use within the Minor Commercial designation.*
- The C6 zone does not contain parking regulations, and the special provision of the C6-22 zone requires a minimum of one (1) parking space per 50sqm of gross leasable floor area for clinic use (17.5.22(e)).
Conforms, in accordance with Minor Commercial policies of the Official Plan (5.7.3.2(10)) the applicant obtained the services of Paradigm Transportation Solutions Limited, who concluded that based on their review using Zoning By-law and ITE parking rates and requirements, it is reasonable to consider the proposed parking supply of 27 onsite parking spaces as adequate to accommodate the existing Domino's building and the proposed building addition under either scenario, including office use or a medical clinic and dispensing pharmacy (2026-07-16, Project 250849)).
- Commercial buildings with a ground-floor area over 450 m² require at least one off-street loading space (4.3.4). The loading space must be a minimum of 10.5 m × 3.5 m × 4 m and have access to a street or lane (1.6.5). *Conforms, the site plan review and approval process provides an appropriate mechanism to ensure that one off-street loading space meeting the applicable dimensional and access requirements is provided on the site.*
- The requested variances are in conformity with the general intent and purpose of the Zoning By-law.



Paradigm Transportation Solutions Limited – Transportation Impact Brief:

- The Transportation Impact Brief (TIB) reviewed the proposed parking supply under the potential uses of office, medical clinic and dispensing pharmacy, and existing fast-food restaurant without a drive-through. It did not consider the full range of uses that would be permitted by the existing Zoning By-law, which would have different parking demands.
- The parking assessment was undertaken in accordance with the City of St. Thomas Zoning By-law 50-88 and supplemented by parking demand rates from the ITE Parking Generation Manual.
- The TIB noted that given that the existing Domino's Pizza operates as a takeout facility with no customer seating, the retail-commercial parking rate of 3 parking spaces per 100sqm was considered more appropriate than the Zoning By-law restaurant rate, resulting in a requirement of 7 parking spaces.
- For the proposed building addition, the applicable Zoning By-law requirements are 16 parking spaces for office use and 17 parking spaces for a medical clinic and dispensing pharmacy.
- The ITE analysis also considered a Fast-Food Restaurant without Drive-Through Window and accounts for the existing Domino's Pizza use.

- The analysis indicates that the proposed 27 parking space supply is generally adequate to accommodate the existing fast-food restaurant without drive-through window, and the proposed office, medical clinic and dispensing pharmacy uses. This analysis was limited to these specific uses.
- While the medical clinic/pharmacy scenario generates the highest estimated peak demand, the analysis assumes concurrent peak demand for all uses. Some shared parking is anticipated, as peak activity for the various uses is expected to occur at different times.
- Based on the TIB findings, the proposed 27 on-site parking spaces are considered adequate to accommodate the existing and proposed uses, provided that the future use remains consistent with the uses assessed in the TIB. As noted, the report did not consider the full range of uses that could be permitted by the Zoning By-law which would be anticipated to have differing parking demands. The report limited consideration to the existing and proposed uses in this minor variance application.

Legislative Framework for a Minor Variance (Four (4) Tests):

In considering this application, the Committee shall have regard to the following criteria and determine whether the:

- general intent and purpose of the Official Plan will be maintained;
- general intent and purpose of the Zoning By-law will be maintained;
- variance is desirable for the appropriate development or use of the land, building or structure; and
- the requested variance is minor in nature.

Comments:

- In accordance with the site plan control by-law, the proposal is subject to Site Plan Control.
- In accordance with the Transportation Brief prepared by Paradigm Transportation Solutions Limited staff are recommending that the approval of the application be limited to office use, medical clinic and dispensing pharmacy and the existing a fast-food restaurant, without a drive-through window.
- Any future change in use to the existing building and proposed building shall be subject to the parking requirements set out in Section 4.3.3, Parking Requirements in Commercial Zones, of the City of St. Thomas Zoning By-Law No. 50-88, as amended or replaced from time to time.
- Subject to the conditions outlined in staff recommendation the requested variances are desirable and appropriate as they facilitate the efficient infill of an established commercial property while making effective use of existing municipal infrastructure. The proposed single-storey building will accommodate a business office, medical clinic and dispensing pharmacy use which are compatible commercial uses and allow the existing Domino's Pizza operation to remain.
- Subject to the conditions outlined in staff recommendation the requested variances are also considered minor in nature, as they facilitate a modest increase in commercial floor area without materially altering the established use or character of the site. The reduced setbacks are limited to the proposed building,

while the resulting total commercial floor area remains well below the maximum contemplated for the Minor Commercial designation. The development is subject to Site Plan Control, with conditions addressing parking, landscaping, buffering, access, drainage, servicing, lighting, and waste management. These measures will mitigate potential adverse impacts on surrounding properties, ensure appropriate site design and functionality, and maintain compatibility with the existing development and surrounding area.

- In Staff's opinion the requested variances meet the general intent and purpose of the Official Plan, Zoning By-law, are minor in nature, and are desirable and appropriate for the use of the lands, thereby satisfying the four tests, as set out in Section 45 of the Planning Act. Staff recommend that Minor Variance application COA13/2026 be approved, subject to the following conditions:

1) Site Plan Control:

Approval is subject to Site Plan Control review and approval to the satisfaction of the City of St. Thomas, including but not limited to matters relating to site layout, access, parking, loading, landscaping and buffering, lighting, signage, servicing, drainage, waste storage and screening, and the required First Avenue and Elm Street Road widenings.

2) Approved Development and Floor Area:

The development shall be substantially in accordance with the site plan submitted with the application, as approved through Site Plan Control and the reduced 1.2 m interior side yard and rear yard setbacks shall apply only to the proposed building, as shown on the approved site plan.

3) Permitted Uses:

The existing building shall be limited to the existing takeout/fast-food restaurant use without a drive-through facility (Domino's Pizza). The proposed building shall be limited to business office, medical clinic and dispensing pharmacy use, with the pharmacy limited to a maximum gross leasable floor area of 150 m².

4) Parking:

A minimum of 27 on-site parking spaces shall be provided and maintained in accordance with the approved Site Plan.

5) Change of Use(s):

Any change in the use of either building shall comply with the parking requirements set out in Section 4.3.3, Parking Requirements in Commercial Zones, of the City of St. Thomas Zoning By-law No. 50-88, as amended or replaced from time to time. A copy of the COA decision shall be filed in the City's Building Services file and incorporated into the office consolidated Zoning By-law.

Respectfully submitted,

Steve Craig,

Sr. Planning Technician