



THE MUNICIPALITY OF CENTRAL ELGIN

filed on LF  
Jan 6/26

### ZONING BY-LAW AMENDMENT APPLICATION

#### REQUIREMENTS FOR A COMPLETE APPLICATION:

Note: Until the Municipality of Central Elgin has received the information and material requested herein (as required under subsections (10.1) and (10.2) of Section 34 and any fee under Section 69(1) of the *Planning Act*), **the application will be deemed incomplete and the time periods referred to in sections 34(10.7) and 34(11) of the Act will not begin.** Please ensure your submission includes:

OFFICE USE ONLY	
Date Stamp	Date Received:
RECEIVED	
JAN 06 2026	
Municipal Fee Paid	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

- The completed application form and declarations as required under subsection 34 (10.1) (10.2) of the *Planning Act*.
- 1 digital copy of sketch/plan showing **EXISTING** and **PROPOSED** building(s) and structure(s) on subject lands, where applicable. Digital sketch is to include, for each existing and proposed building or structure, the location including setbacks from lot lines, height and dimensions (or floor areas) in metric units. See Section 22 of this application for more detail.
- Application Fee made payable to "The Municipality of Central Elgin". Application Fee amount: \$830.50**
- A Letter of Authorization from the Owner (with dated, original signature) **OR** completion of the Owner's Authorization on page 7, **if the Owner is not filing the application.**
- Other information identified through Pre-consultation.

#### PLEASE LIST THE REPORTS OR STUDIES THAT ACCOMPANY THIS APPLICATION (supply two copies of each):

Note: This section applies to all reports that may have been identified as a result of any pre-application consultation meeting as studies required for a complete application.

It was identified by Pat Prodanovic from TRUE Consulting who did the shore study for this area and agreed to by Elizabeth VanHooren of Kettle Creek that we are meeting the criteria of the study and don't require any additional reports.

#### About Pre-Consultation

Prior to submitting this application for a Zoning By-law Amendment to the Municipality of Central Elgin, a proponent is required to consult with relevant staff. Pre-application consultation is intended to facilitate early discussions between the proponent and staff pertaining to the application, and to allow staff to assist in determining the specific reports, studies and information that may be required to be submitted together with the application form as part of a complete application. Has pre-consultation occurred?:  Yes  No

Date of Pre-Consultation: March 24, 2025

Staff Contact: Emerald Austerberry

THIS APPLICATION PACKAGE MUST BE SUBMITTED TO:	
Municipality of Central Elgin	Telephone: 519-631-4860
450 Sunset Drive, St. Thomas, Ontario N5R 5V1	Facsimile: 519-631-4036

Personal information is collected under the authority of the *Planning Act* and will be used only for the purposes of considering and reviewing your application.



THE MUNICIPALITY OF CENTRAL ELGIN

ZONING BY-LAW AMENDMENT APPLICATION

I/We hereby apply, as outlined in this application, to the Council of the Corporation of the Municipality of Central Elgin pursuant to the provisions of the Planning Act, for an amendment to the Zoning By-law.

1. Name of applicant: Peter "Shane" Curtis
Address: PO Box 61 Tillsonburg, ON, N4G 4H3
Telephone (home): 519-808-3537 (business)
E-Mail: shane@waste.solutions

2. Is the applicant the owner of the land? [X] Yes [ ] No If no, please provide:
Name of owner: Peter Shane Curtis and Jason Robert Wilcox
Address: All Same
Telephone (home): (business)
E-Mail:
Date Lands Acquired:

3. Name of Agent (if any):
Address:
Telephone: (home): (business)
E-Mail:

4. Location of Property ("subject lands"):
Registered Plan No.: 117 Port Stanley Lot No.(s): PT LT 10 S/S FRONT ST
Concession No.: Lot No.(s): 11 S/S FRONT ST
Reference Plan No.: Part No.(s): PT 1 11R3023
Municipal Address: 460 W Edith Cavell Blvd PIN: 35251-0262

5. Name and address of mortgagee, holders of charges, or other encumbrances:
None

6. Municipality of Central Elgin Official Plan:
Designation of the subject lands: Residential (OS3) and Dynamic Beach Standard (DBS)
Explain how this application conforms to the Official Plan (add additional pages if necessary):
Current Use was existng.

7. Current applicable Zoning By-law: 1507  
 Current applicable zone: Open Space 3, Dynamic Beach Standard
8. What is the present use(s) of the subject lands? Cottage  
 \_\_\_\_\_  
 \_\_\_\_\_
- How long has this use(s) continued on the subject lands? 50 + years  
 \_\_\_\_\_  
 \_\_\_\_\_
9. What is the proposed use(s) of the subject lands? Year Round Cottage  
 \_\_\_\_\_  
 \_\_\_\_\_
- Nature and extent of rezoning requested: Municipal staff recommended going from OS3 to R1.  
 \_\_\_\_\_  
 \_\_\_\_\_
- Reason(s) for the requested rezoning: Remove old cottage and build a new cottage.  
 \_\_\_\_\_  
 \_\_\_\_\_
10. Dimensions of the subject lands:  
 Frontage (m): 29.776 m on West Edith Cavell Blvd Street/Road/Highway  
 Depth (m): 103.63m  
 Area (m<sup>2</sup>): 3,085.69 m2
11. Access to the subject lands is provided by:  
 A Provincial highway or municipal road that is maintained year-round or other public road;  
 A right of way; or  
 By water (Please provide a description of the parking/docking facilities to be used and the approximate distance of these facilities from the subject lands and the nearest public road):  
 \_\_\_\_\_  
 \_\_\_\_\_
12. Is the purpose of this application to implement an alteration to the boundary of an area of settlement or to implement a new area of settlement?  Yes  No If Yes, please provide details of the official plan or official plan amendment that deals with the matter: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
13. Is the purpose of this application to remove land from an area of employment?  Yes  No  
 If Yes, please provide details of the official plan or official plan amendment that deals with the matter:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

14. Particulars of all existing and proposed structures on the subject lands (as applicable - add additional pages if necessary):

<u>EXISTING</u>	<u>BUILDING 1</u>	<u>BUILDING 2</u>	<u>BUILDING 3</u>
Building type:	Cottage		
Length (m):	15.2 m		
Width (m):	6.7m		
Height (m):	6.1 m		
No. of storeys:	1		
Ground floor area (m <sup>2</sup> ):	101.84		
Gross floor area (m <sup>2</sup> ):	101.84		
Parking area (m <sup>2</sup> ):	67 m2		
Setback, front lot line (m):	20.4 m		
Setback, rear lot line (m):	28.04 m		
Setback, side lot line (m):	11.06 m		
Setback, side lot line (m):	12 m		
Date constructed:	Unknown, Prior to 1970.		

<u>PROPOSED</u>	<u>BUILDING 1</u>	<u>BUILDING 2</u>	<u>BUILDING 3</u>
Building type:	Cottage	Pool Shed	
Length (m):	25.6 m	6.1 m	
Width (m):	21.41 m	3.66 m	
Height (m):	12.19 m	5.48 m	
No. of storeys:	2	1	
Ground floor area (m <sup>2</sup> ):	368.45 m2	22.3 m2	
Gross floor area (m <sup>2</sup> ):	736.90 m2	22.3 m2	
Parking area (m <sup>2</sup> ):	278.70 m2	N/A	
Setback, front lot line (m):	27.05 m	55.09 m	
Setback, rear lot line (m):	12.19 m	9 m	
Setback, side lot line (m):	1.83	1.83 m	
Setback, side lot line (m):	6.54 m	24.96 m	

15. Potable water will be supplied to the subject lands through:

- Publicly owned and operated piped water system.  
 Privately owned and operated individual or communal well.  
 Lake or other water body.  
 Other means. Explain: \_\_\_\_\_

16. Sewage disposal will be supplied to the subject lands through:

- Publicly owned and operated sanitary sewage system.  
 Privately owned and operated individual or communal septic system.  
 A privy.  
 Other means. Explain: \_\_\_\_\_

17. If sanitary sewage disposal is to be supplied through a privately owned and operated individual or communal septic system, and more than 4500 litres of effluent will be produced per day as a result, the following reports must be provided with this application:

- A servicing options report; and
- A hydrogeological report.

18. Storm drainage will be supplied to the subject lands through:

- Publicly owned and operated storm sewer system.
- Privately owned and operated storm sewer system.
- Ditches and swales.
- Other means. Explain: \_\_\_\_\_

19. Has the subject lands ever been the subject of any of the following matters under the Planning Act:

(a) For approval of a plan of subdivision under Section 51.  Yes  No

File No.: \_\_\_\_\_

Status: \_\_\_\_\_

(b) For approval of a consent under Section 53.  Yes  No

File No.: \_\_\_\_\_

Status: \_\_\_\_\_

(c) For approval of zoning under Section 34.  Yes  No

File No.: \_\_\_\_\_

Status: \_\_\_\_\_

(d) A Minister's Zoning Order under Section 47.  Yes  No

O. Reg. No.: \_\_\_\_\_

Status: \_\_\_\_\_

20. Is this application for a zoning by-law amendment consistent with policy statements issued under Section 3(1) of the Planning Act?  Yes  No Explain: \_\_\_\_\_

\_\_\_\_\_

21. Has there been an industrial or commercial use, or an orchard, on the subject land or adjacent lands?

Yes  No  Unknown If yes, specify the use(s): \_\_\_\_\_

\_\_\_\_\_

	Yes	No	Unknown
Has the grading of the subject land been changed by adding earth or other material(s)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has a gas station been located on the subject land or adjacent land at any time?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Has there been petroleum or other fuel stored on the subject land or adjacent land?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

What information did you use to determine the answers to the above questions on former uses? Speaking with the previous owner of 50 years.

(i) If Yes to any of the above, an inventory of previous uses of the subject land or, if appropriate, of the adjacent land(s), is needed. Is the inventory of previous uses attached?  Yes  No  
If the inventory is not attached, why not? \_\_\_\_\_

(ii) If Yes to any of the above, was an Environmental Site Assessment (ESA) conducted under the *Environmental Assessment Act* or has a Record of Site Condition (RSC) been filed?  Yes  No  
If no, why not? Explain on a separate page, if necessary. \_\_\_\_\_

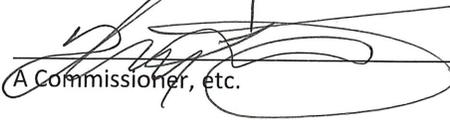
22. This application must be accompanied by a digital sketch, in metric, showing as applicable:
- ✓ The boundaries and dimensions of the subject lands;
  - ✓ The location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
  - ✓ The approximate location of all natural and artificial features (i.e. buildings, railways, roads, watercourses, drainage ditches, rivers or streams, wetlands, wooded areas, wells and septic tanks) that,
    - (i) are located on the subject land and on land that is adjacent to it; and
    - (ii) in the applicant's opinion, may affect the application.
  - ✓ The current uses of land that is adjacent to the subject land;
  - ✓ 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;
  - ✓ If access to the subject lands will be by water only, the location of the parking and docking facilities to be used; and
  - ✓ The location and nature of any easement affecting the subject land.
23. This application must be filed with the **Municipality of Central Elgin, 450 Sunset Drive, St. Thomas, Ontario, N5R 5V1**, and must be accompanied by the application fee of **\$830.50**

**PLEASE MAKE CHEQUES PAYABLE TO "THE MUNICIPALITY OF CENTRAL ELGIN"**

**DECLARATION:**

I, P SHARPE CURTIS of SW OXFORD do solemnly declare that all above statements contained in all of the exhibits transmitted herewith are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at the Municipality of Central Elgin  
 In the County of Elgin  
 this 6th day of January A.D. 2026

  
 A Commissioner, etc.

  
 Signature of Owner or Authorized Agent

**DELANY LYNN LEITCH, Deputy Clerk  
 for The Corporation of the Municipality  
 of Central Elgin. A Commissioner for  
 taking Affidavits in the County of Elgin  
 in the Province of Ontario.**