



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 8, 2025
COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH
7:00 p.m.

Register in advance for webinar:

<https://us02web.zoom.us/j/85689648336?pwd=aMKUKnVLXTPREsMdvT2VHE0Wy2WBDB.1>

Meeting ID: 856 8964 8336

Passcode: 397673

Dial by your location

1 438 809 7799 Canada

1 587 328 1099 Canada

1 613 209 3054 Canada

1 647 374 4685 Canada

1 647 558 0588 Canada

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AGENDA

COMMITTEE OF ADJUSTMENT:

≠ Denotes resolution prepared

1. **Call the Meeting to Order (Opening Remarks)**
2. **Roll Call**
3. **Moment of Reflection**
4. **Confirmation of Agenda ≠**
5. **Disclosure of Conflict of Interest**
6. **Approval of Minutes ≠**
 - 6.1 February 11, 2025 Committee of Adjustment Meeting Minutes
7. **Application for Minor Variance or Permission** under section 45 of the Planning Act to be heard by the Committee this date:
 - 7.1 **D13-BAR – Bardwell, Scott – 6759 Laird Rd W**



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Whereas the variance requested would provide relief from Section 11.2, Table 11.1 to permit the use of storage of trailers, recreational vehicles and boats which is prohibited in the Agricultural Zone.

Whereas the variance requested would provide relief from Section 4.29.a. xv. to permit the storage of trailers, recreational vehicles and boats on a vacant lot which is prohibited in all zones.

Recommendation:

That Report D13-2025-005 entitled Minor Variance Application D13/BAR be received; and;

Whereas the variances requested would provide relief from Section 11.2, Table 11.1 and Section 4.29. a. xv. of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting to permit use of continued storage of trailers, recreational vehicles and boats where such use is prohibited; and

Whereas, the minor variance application may be desirable and appropriate for the development of the subject lands and may maintain the general intent and purpose of the Official Plan, the proposed minor variance would not maintain the general intent and purpose of the Zoning By-law, and is not minor in nature; and

Therefore, that planning staff do not consider the requests minor and recommends refusal of the application.

If committee's decision is to approve the application, the planning staff would like to recommend the following conditions:

- 1. That size of proposed outdoor storage area will be limited to 4,762 m*
- 2. That the owner apply for, and receive approval of a site plan agreement for proposed use to address, if there any, concern around the storage area, natural heritage features, and buffering.*
- 3. That the owner submit a fuel handling, storage and spill response procedure to the satisfaction of the Township Risk Management Official*

7.2 D13-COX – Cox, Troy – 4523 Victoria Rd S

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 to allow a reduced interior side yard setback of 0.76 m for an existing shed instead of 2 m as required.



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Recommendation:

*That Report D13-2025-006 entitled Minor Variance Application D13/COX be received;
and;*

*Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of
Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law),
requesting permission to allow a 0.76 metre setback of interior side yard for the existing
shed instead of a 2 metre interior side year setback as required; and*

*Whereas this application is required as condition of consent application B8/24 that was
conditionally approved in April 2024; the consent application would sever a 0.38 ha (0.94
ac) vacant land to be added to adjacent land for rural residential use within the
Secondary Agricultural Area; and*

*Whereas the minor variance application would maintain the general intent and purpose
of the Official Plan and Zoning By-law, is considered minor in nature, and is desirable
and appropriate for the development of the subject property; and*

*Therefore, that planning staff recommends approval of the application with the following
conditions:*

- 1. That owner apply and receive an approved building permit for the shed; and,*
- 2. That the shed has no opening along the property line to the satisfaction of the
Township.*

7.3 D13-WIM – Wimalasekera, Eric – 68 Jasper Heights

Whereas the variance requested would provide relief from Section 14, Table 14.1, Site-Specific Special Provision No. 86 to allow a reduced front yard setback of 1.6 m for an existing shed instead of 2 meters as required.

Recommendation:

*That Report D13-2025-007 entitled Minor Variance Application D13/WIM be received;
and*

*Whereas the variance requested would provide relief from Section 14, Table 14.1, Site-Specific Special Provisions No. 86 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission to allow a reduced front yard setback of 1.6 m for an existing shed instead of 2 meters front year setback as required;
and*



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Whereas the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, is considered minor, and is desirable and appropriate for the development of the subject property; and

Therefore, that planning staff recommends deferral of the application until the following items is provided:

1. That owner provides an appropriate site plan confirming the final location of the shed and existing buildings and structures, showing each dimension to the property line.

8. New Business

8.1 None

9. Adjournment of Committee of Adjustment #



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 11, 2025 COMMITTEE OF ADJUSTMENT MEETING
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AT 7404 WELLINGTON RD. 34

MINUTES

DATE: February 11, 2025

MEETING: 7:00 p.m.

The February 11, 2025 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:

Councilor John Sepulis, Chair
Kim McCarthy
Amanda Knight
Chris Pickard
Paul Sadhra

ABSENT:

None

STAFF IN ATTENDANCE:

Lynne Banks, Secretary/Treasurer
Mehul Safiwala, Jr. Planner
Andrew Hartholt, Chief Building Official

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-001:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Kim McCarthy



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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1. That the Committee approves the February 11, 2025 Agenda as circulated; and
2. That the Committee approves the addition to the agenda as follows:
Consent Item 6.2 Questions received from the Committee Members seeking additional information and the corresponding responses provided by staff regarding the February 11, 2025 Committee of Adjustment agenda; and
3. That item 7.3, Minor Variance Application for D13-SCH (Schram), be moved to 7.1 due to the recommendation for deferral of the application until a survey of the property is completed.

CARRIED.

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. APPROVAL OF MINUTES

6.1 Approval of the Minutes

6.1. October 8, 2024

Resolution No. 2025-002:

Moved by Committee Member Amanda Knight and
Seconded by Committee Member Paul Sadhra

**That the Committee of Adjustment approves the Minutes from the meeting held on
October 8, 2024.**

CARRIED.

7. APPLICATIONS FOR MINOR VARIANCE OR PERMISSION under section 45 of the Planning Act to be heard by the Committee this date:

**7.1 Minor Variance Application D13-HAM – Chuck Hambly – 4576 Victoria Rd. S.,
Township of Puslinch. ≠**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, to allow a reduced interior side yard setback of 1.08 meters instead of 3 meters as required, to convert the existing garage into AN Additional Residential Unit (ARU).



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- Meredith Haslam, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- Amanda Knight advised that she is in support of the Building Department's requested condition.
- There were no further questions or comments from the Committee.

Resolution No. 2025-003:

Moved by Committee Member Amanda Knight and
Seconded by Committee Member Chris Pickard

*That Report D13-2025-001 entitled Minor Variance Application D13/HAM be received;
and,*

*Whereas the variance requested would provide relief from Section 4.2.c.ii of Township
Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting
permission to allow conversion of existing garage into an additional residential unit
(ARU) with an interior side yard setback of 1.08 metres instead of 3 meters to comply
with the minimum required yards in which the unit is situated; and*

*Whereas, the minor variance application would maintain the general intent and purpose
of the Official Plan and Zoning By-law, and is desirable and appropriate for the
development of the subject property;*

*Therefore, that planning staff recommends approval of the application with the
following conditions:*

1. *That the existing wall closest to the property line to be fire-rated, and no openings be
permitted unless protected by an approved closure.*

CARRIED.

**7.2 Minor Variance Application D13-SIM – William Sims – 4238 Concession 7,
Township of Puslinch. ≠**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, to permit
relief to permit a reduced lot frontage of 68 meters instead of 120 meters, as required.

- Hailey Keast, agent for the applicant, provided an overview of the application.



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- The owner of 7234 Concession 1 advised that the Notice of Public Hearing arrived after the deadline to provide comments, and further noted that there has been a lot of growth in the area in the last few year.
- John Sepulis reminded the owner that the consent application was approved by the County of Wellington Land Division Committee last fall and could have addressed the Land Division Committee with his comments.
- There were no further questions or comments from the public.
- There were no questions or comments from the Committee members.

Resolution No. 2025-004:

Moved by Committee Member Amanda Knight and
Seconded by Committee Member Chris Pickard

CARRIED.

*That Report D13-2025-002 entitled Minor Variance Application D13/SIM be received;
and*

*Whereas the variance requested would provide relief from Section 11.3, Table 11.2 of
Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting
permission for a reduction in minimum lot frontage to be 68 meters instead of 120 meters
for the retained parcel as required; and*

*Whereas this application is required as condition of consent application B53/24 that was
conditionally approved in September 2024; the consent application would sever a 0.43 ha
(1.06 ac) vacant land for rural residential use within the Secondary Agricultural Area;
resulting in frontage of 68 metres for the retained parcel; and*

*Whereas, the minor variance application would maintain the general intent and purpose of
the Official Plan and Zoning By-law, and is desirable and appropriate for the development of
the subject property;*

*Therefore, that planning staff consider the request to be minor and have no concerns with
the application.*

7.3 Minor Variance Application D13-NAD – Milosh Nadvornik – 504 Arkell Rd., Township of Puslinch. ≠



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Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, to permit a maximum lot coverage for accessory buildings and structures of 252 m² instead of 200 m² as required.

- Milosh Nadvornik, owner/applicant, provided an overview of the application.
- There were no questions or comments from the public.
- Paul Sadhra asked if the building is for personal use only.
- The applicant advised that yes, it is only for personal use.
- There were nor further questions or comments from the Committee.

Resolution No. 2025-005:

Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Kim McCarthy

CARRIED.

That Report D13-2025-003 entitled Minor Variance Application D13/NAD be received; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission for to allow a maximum lot coverage for accessory buildings and structures of 252 m2 instead of 200 m2 as required; and

Whereas, the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property;

Therefore, that planning staff recommends approval of the application with the following conditions:

1. *That the property owner provide the Township's Building Department with a septic tank pump out receipt, as required following the septic system inspection completed on July 7, 2023.*

CARRIED.

7.3 Minor Variance Application D13-SCH – Nadine Schram – 19 Water Rd. PV, Township of Puslinch. ≠



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Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, to permit the interior side yard for the proposed shed to be 0 meters instead of 0.6 meters, as required, and to be located within 0.93 meters from the principal building to facilitate construction of the shed.

- John Sepulis advised the Committee that planning staffs' recommendation was that the application be deferred until the owner provides the Township with a survey showing the location of the shed to the property line and the house on the property.
- The Committee members were in agreement that the application be deferred.

Resolution No. 2025-006:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Kim McCarthy

*That Report D13-2025-004 entitled Minor Variance Application D13/SCH be received;
and,*

Whereas the variance requested would provide relief from Section 14, Site-specific number 86 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting to allow the interior side yard for accessory building to be 0 meters instead of 0.6 meters as required, and

Whereas the variance requested would provide relief from Section 4.4.2.c.iii) of the Zoning By-law requestion to allow the accessory building to be located 0.93 meters from the principal building instead of a minimum of 1 metre as required; and

Whereas, the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, and is desirable and appropriate for the development of the subject property; and

Whereas, the staff are not satisfied with the information provided with respect to the location of the building in relation to the property line and require additional information from the applicant;

Therefore, that planning staff recommends deferral of the application until the following items are provided:



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1. *That owner provides a survey prepared by an Ontario Land Surveyor confirming the final location of the shed.*

8. NEW BUSINESS

None

9. ADJOURNMENT

Resolution No. 2025-007:

Moved by Committee Member Amanda Knight and
Seconded by Committee Member Chris Pickard

That the Committee of Adjustment hereby adjourns at 7:39 p.m.

CARRIED.



REPORT D13-2025-005

TO: Committee of Adjustment Chair and Members of Committee

PREPARED BY: Mehul Safiwala, Junior Planner

PRESENTED BY: Mehul Safiwala, Junior Planner

MEETING DATE: April 8th, 2025

SUBJECT: Minor Variance Application D13/BAR (Scott Bardwell)
Part Lot 11, Concession 5

RECOMMENDATION

That Report D13-2025-005 entitled Minor Variance Application D13/BAR be received; and

Whereas the variances requested would provide relief from Section 11.2, Table 11.1 and Section 4.29. a. xv. of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting to permit use of continued storage of trailers, recreational vehicles and boats where such use is prohibited; and

Whereas, the minor variance application may be desirable and appropriate for the development of the subject lands and may maintain the general intent and purpose of the Official Plan, the proposed minor variance would not maintain the general intent and purpose of the Zoning By-law, and is not minor in nature; and

Therefore, that planning staff do not consider the requests minor and recommends refusal of the application.

If committee's decision is to approve the application, the planning staff would like to recommend the following conditions:

- 1. That size of proposed outdoor storage area will be limited to 4,762 m².**
- 2. That the owner apply for, and receive approval of a site plan agreement for proposed use to address, if there any, concern around the storage area, natural heritage features, and buffering.**

3. That the owner submit a fuel handling, storage and spill response procedure to the satisfaction of the Township Risk Management Official

Purpose

The Minor Variance Application is required to permit the continued use of the outdoor storage of trailers, recreational vehicles and boats on the Subject Lands. The Applicant has indicated that the Application is required to remedy a permitted use zoning infraction.

Regulation	By-law Section	Required	Relief Requested
Comprehensive Zoning By-law # 23-2018, as amended	Section 11.2, Table 11.1, Agricultural Zone Permitted Uses	No person shall, within any Agricultural Zone, use any lot or erect, alter or use any building or structure for any purpose except one or more of the Agriculture Zone uses which are listed in Table 11.1.	To permit outdoor storage of trailers, recreational vehicles and boats.
Comprehensive Zoning By-law # 23-2018, as amended	Section 4.29 a. xv., Uses Prohibited in All Zones	Unless otherwise specifically permitted in this By-law, the parking or storage of trailers or commercial motor vehicles on a vacant lot are prohibited throughout the Township	To permit outdoor storage of trailers, recreational vehicles and boats on a vacant lot.

Subject Lands

The Subject Lands are a corner lot located northeast of the intersection of Sideroad 10 North and Laird Road West. The Subject Lands are surrounded by rural residential uses and agricultural uses to and the west, rural residential uses to the east, aggregates extraction in the south, and abuts the golf course in the north.

As per NRSI comments received through pre-consultation on the November 2024, a portion of the Speed River Provincially Significant Wetland (PSW) directly overlaps the eastern section of the subject property and abuts the Subject Lands to the north. Subject Lands contain intermittent tree cover throughout the property and more densely treed area to the east of the property, which is identified as woodlands in the Wellington County Official Plan. The western and southern boundaries of the subject property also contain dense treed area.

Subject Property Key Map



History of the Subject Lands

Prior to 2009, the Subject Lands were zoned Resort Commercial Site-Specific (C4-11) Zone & Natural Environment (NE). The following special provisions were applicable:

Notwithstanding any provisions of this By-law to the contrary, for the land zoned C4-11 the following special provisions shall apply:

i) Uses Permitted Restricted To:

- a golf course;*
- a pro shop with a maximum gross floor area of 350.0 square metres (but shall not include shower, snack bar or dining facilities);*
- passive recreational uses such as cross-country skiing and walking trails;*
- the growing, harvesting and retail sales of Christmas trees;*
- accessory uses, buildings and structures.*

Provisional Consent Application **B91/08** was granted on September 9, 2009 to sever a 3.77 hectares of vacant land (being the Subject Lands) for an existing Christmas tree operation and residential use. Condition 7 of the Conditions of Approval required that “the owner receive compliance and classification from the Local Municipality in a manner deemed acceptable by the Local Municipality....”

Zoning By-law Amendment **No. 16/10** was passed February 2010 rezoning the portion of the Subject Lands zoned Resort Commercial Site-Specific (C4-11) Zone to an Agricultural (A) Zone, restricting the use of the lands to those specified in the Agricultural (A) Zone as described in the following section.

The applicant has provided a letter dated March 27, 2025 with the Subject Line stating: “Minor Variance Application to Remedy a ‘Permitted Use’ Zoning Infraction”. The letter indicates that the use has been existing for approximately six (6) years. Based on aerial photography the use appears to have existed since the year 2021.

Zoning By-law

The Subject Lands are presently zoned Agricultural Zone (A) and Natural Environment Zone (NE) and includes an Environmental Protection Overlay.

Permitted uses are noted for the Agricultural Zone (A) in Section 11.2 of the Township Zoning By-law can be categorized as agriculture, agriculture-related/on-farm diversified uses, residential uses, and uses accessory thereto. These uses are as follows:

- *Additional Residential Unit (Attached and Detached)*
- *Agricultural use*
- *Agriculture-related uses,*
- *Animal clinic, agricultural*
- *Bed and breakfast*
- *Community garden*
- *Conservation use*
- *Daycare centre*
- *Single detached Dwelling*
- *Group home*
- *Farm related business*
- *Farm greenhouse*
- *Farm products sales outlet*
- *Farmer’s market*
- *Home business,*
- *Home industry*

- *Institutional use (where the use legally existed on the effective date of this current Zoning By-law)*
- *Private home day care*

The proposed use does not comply with any of the permitted uses in the Township Zoning By-law. The proposed use was considered in relation to permitted uses in the Township Zoning By-law that have some overlapping characteristics. These uses are as follows:

Home business: *an occupation conducted within a dwelling unit by the resident or residents of the dwelling unit and which is an accessory use to the dwelling unit.*

Home industry: *a small-scale use providing a service that is accessory to a dwelling unit or agricultural operation. A home industry may be conducted in whole or in part in an accessory building and may include a carpentry shop, a metal working shop, a welding shop, or minor equipment repair shop, etc., but does not include any activity relating to the operation or maintenance of a vehicle or any activity requiring the use of toxic chemicals.*

Section 4.12 of the Township Zoning By-law includes the following criteria regarding home industries:

a. The following regulations apply to a home industry where permitted by this By-law:

- The home industry shall be clearly incidental and secondary to the principal residential use to which it is accessory and shall not change the residential character of the dwelling;*
- A home industry shall not be permitted to operate or locate in any part of a dwelling unit;*
- The total number of home industries permitted shall be limited to one per lot;*
- No home industry shall create or become a public nuisance, particularly with regard to noise, traffic, emissions, parking or radio or television interference;*
- Only two on-site employees, in addition to the permanent residents of the dwelling unit, may be employed by the home industry;*
- The home industry shall meet the same yard provisions as required for the principal use on the lot for the Zone in which it is located;*
- The maximum total floor area dedicated to a home industry on a lot shall not exceed 100 m²; and*

- viii. *The following uses are specifically prohibited as home industry:*
- 1) *a restaurant;*
 - 2) *animal clinic or agricultural animal clinic;*
 - 3) *warehouse; or,*
 - 4) *the repairing, sale or storage of vehicles, mobile homes, trailers, or heavy machinery.*

The proposed use does not meet the definition of Home Business as it is conducted outside of a dwelling. The proposed use also does not meet the definition or regulations regarding home industries as there is no dwelling on the Subject Lands. The proposed use is also well-beyond the scale contemplated for a home industry and would include the storage of vehicles and trailers, which is specifically prohibited in the Township Zoning By-law.

Section 4.29 of the Township Zoning By-law lists uses prohibited in all zones and states:

- a. *Unless otherwise specifically permitted in this By-law, the following uses are prohibited throughout the Township:*
- xv. *the parking or storage of trailers or commercial motor vehicles on a vacant lot;*

Discussion

Section 45(1) of the *Planning Act* permits minor variance from the provisions of the by-law, in respect of the land, building or structure or the **use** thereof, as in its opinion is desirable for the appropriate development or use of the land, building or structure, if in the opinion of the committee the general intent and purpose of the by-law and of the official plan, if any, are maintained. While the *Planning Act* allows for the establishment of a new use through a minor variance, such applications must be evaluated against the established tests for a minor variance. Some considerations for determining whether the intent of the Zoning By-law are met include the range of uses permitted under the By-law, whether a use is specifically prohibited by the By-law, and whether the use is primary or accessory.

The following table provides an evaluation of the Application against the test for a Minor Variance Application:

Four Tests	Discussion
That the requested variance is minor in nature	<ul style="list-style-type: none"> • The proposed use is not permitted in the Township Zoning By-law.

	<ul style="list-style-type: none"> • The Township Zoning By-law permits small scale industrial uses in the Agricultural Zone (A) under the definition of home industry as incidental and secondary to the principal residential use. • As per the general provisions of the Township Zoning By-law, the maximum total floor area dedicated to a home industry on a lot shall not exceed 100 m². • The proposed outdoor storage area is 0.47 hectares, well beyond the scale contemplated in the Township Zoning By-law for related uses. • For these reasons, planning staff are of the opinion that Minor Variance Application is not minor in nature.
<p>That the intent and purpose of the Zoning By-law is maintained</p>	<ul style="list-style-type: none"> • The Zoning By-law intends to accommodate agricultural, residential uses and their accessory uses on lands that are zoned Agricultural Zone (A). The Township Zoning By-law defines accessory use as “a use naturally and normally incidental to, subordinate to or exclusively devoted to a principal use and located on the same lot.” The proposed use is beyond the scale of that which would constitute as accessory to a residential or agricultural use. • Home Industries are permitted in the Township Zoning By-law. Section 4.12 vii. of the Township Zoning By-law specifically prohibits the storage of vehicles, mobile homes, trailers, or heavy machinery. Section 4.29 a. xv. of the Township Zoning By-law prohibits the storage of trailers or commercial motor vehicles on a vacant lot. • Planning staff are of the opinion that permitting the large scale outdoor storage of trailers, recreational vehicles and boats, where such storage is specifically prohibited does not maintain the general intent and purpose of the Zoning By-law. If the use was not specifically prohibited in the Township Zoning By-law, the scale of the proposed use would be beyond that which is contemplated in the Agricultural Zone (A). • For the reasons noted above, planning staff are of the opinion that the proposed Minor Variance Application does not maintain the general intent and purpose of the Zoning by-law.
<p>That the general intent and purpose of the Official Plan is maintained</p>	<ul style="list-style-type: none"> • The County Official Plan designates the Subject Lands Recreational, Secondary Agricultural, Greenlands and Core Greenlands.

	<ul style="list-style-type: none"> • The Greenland system and Core Greenland system designation are associated with Provincially Significant Wetlands and woodlands. • Section 6.7.2 of the County Official Plan provides that: <ul style="list-style-type: none"> <i>Permitted uses and activities in Recreational Areas may include:</i> <ul style="list-style-type: none"> <i>a) seasonal recreational uses;</i> <i>b) active and passive recreational activities including golf courses;</i> <i>c) commercial activities related to and serving recreational activities;</i> <i>d) publicly-accessible built and natural settings for recreation, including parklands, open space areas, trails and, where practical and appropriate, water-based resources</i> • The proposed use may be aligned with those contemplated within the recreational designation of the County Official Plan. The proposed use would be subject to Site Plan Control. The Owner would need to demonstrate that the proposed use falls outside any natural heritage features through a Site Plan Application.
<p>That the variance is desirable for the appropriate development and use of the land, building or structure</p>	<ul style="list-style-type: none"> • There are no specific concerns regarding whether the proposal is desirable for the appropriate development and use of the Subject Lands, provided that appropriate buffering is provided as part of a Site Plan Application.

Conclusion

An application for Minor Variance must meet all of the tests for a minor variance. If the Application fails to meet one of the tests, the application as a whole fails. In this case, the application does not meet the general intent and purpose of the Zoning By-law and is not minor in nature. For these reasons, planning staff are of the opinion that the requested Minor Variance Application **does not meet the four tests** of the *Planning Act* and recommended **refusal** of the application. Staff trust that this report will be of assistance to the Committee in their consideration of this matter.

Engagement Opportunities

Township Active Planning Application Website;
Public Notice of Hearing and Committee Decision (Statutory);
Notice of Public Hearing Resident Guide.

Attachments

Schedule "A" Application
Schedule "B" Sketch
Schedule "C" Staff/Public/Agency Comments

Respectfully submitted,



**Mehul Safiwala,
Junior Planner**

Reviewed by:



**Jesse Auspitz, MCIP, RPP,
Principal Planner,
NPG Planning Solutions**

Cloudpermit application number CA-3523001-P-2025-18
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Applicant		
Last name Keast	First name Hailey	Corporation or partnership
Street address 2106 Gordon Street	Unit number	Lot / Con.
Municipality Guelph	Province Ontario	Postal code N1L 1G6
Other phone	Mobile phone +1 519-821-2763	
Fax	Email hailey.keast@vanharten.com	

Agent		
Last name Buisman	First name Jeff	Corporation or partnership Van Harten Surveying Inc.
Street address 2106 Gordon Street	Unit number	Lot / Con.
Municipality Guelph	Province Ontario	Postal code N1L 1G6
Other phone +1 5198212763	Mobile phone +1 519-821-2763	
Fax	Email jeff.buisman@vanharten.com	

Property owner, Payer		
Last name Bardwell	First name Scott	Corporation or partnership
Street address [REDACTED]	Unit number	Lot / Con.
Municipality Puslinch	Province Ontario	Postal code N1H 6J3
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Subject Land Information		
Address	Legal description	Roll number
[ADDRESS MISSING] (Primary) 6759 Laird Road West	PUSLINCH CON 5 S PT LOT 11;RP 61R11421 PART 1	2301000001056800000
Sworn Declaration of Applicant		
<p>Complete in the presence of a Commissioner for taking affidavits</p> <p>I, Hailey Keast, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the Applicant is accurate and that the information contained in the documents that accompany this application is accurate, 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.</p>		
<p>Signature of Applicant (sign in the presence of a Commissioner for taking affidavits)</p> <p>[REDACTED]</p>		
<p>Signature of Commissioner for taking affidavits</p> <p>[REDACTED]</p>	<p>Municipality</p> <p>City of Guelph</p>	<p>Day, month, year</p> <p>7/03/2025</p>
<p>Place an imprint of your stamp below</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 20px auto;"> <p>James Michael Laws, a Commissioner, etc., Province of Ontario, for Van Harten Surveying Inc. Expires May 21, 2027.</p> </div>		

Affidavit and signatures

Applicant

The Hailey Keast, Applicant is required to agree to erect and maintain a sign on the subject lands and to permit Township employees/representatives to enter the lands for site visits. The sign will be provided to the applicant for posting on the property by Township planning staff along with instructions on how and where to post the sign. The sign must be posted at least 10 days prior to the Committee of Adjustment meeting date for the application and must remain on the property until the 20 day appeal period is expired.

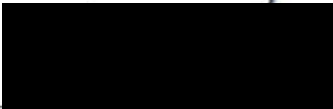
Notice with respect to collection of personal information

Personal information on this form is collected under the authority of the Planning Act. The information is used for the purpose of processing this application and administering the legislation and is maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.

Signature

Date

A black rectangular redaction box covering the signature of Hailey Keast.

March 7, 2025

Hailey Keast

Send correspondence to	
Send correspondence to <input type="checkbox"/> Owner(s) <input checked="" type="checkbox"/> Agent <input type="checkbox"/> Others	
Who to send the Invoice to <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Other	

Provide a description of the "entire" property			
Concession 5	Lot 11	Registered Plan Number Part 1, 61R-11421	
Area in Hectares 3.7	Area in Acres 9.1	Depth in Meters 346	
Depth in Feet 1135	Frontage in Meters 110	Frontage in Feet 360	Width of road allowance (if known) 20.12m

Reason for Application	
Please indicate the Section of the Planning Act under which this application is being made <input checked="" type="checkbox"/> Section 45(1) relates to a change to a by-law standard (e.g. setbacks, frontage, height, etc.) <input type="checkbox"/> Section 45(2) relates to a change to or expansion of an existing legal non- conforming use	
What is the nature and extent of the relief that is being applied for? To permit the continued use of a trailer, RV, and boat storage facility on the subject property. No expansion of existing storage area is permitted.	Why is it not possible to comply with the provisions of the by-law? Please see our covering letter for details / justification.

What is the current Official Plan and zoning status?	
Official Plan Designation Recreational, Core Greenlands, Greenlands and Secondary Agricultural	Zoning Designation Agricultural, Natural Environment and Environmental Protection Overlay
What is the access to the subject property? <input type="checkbox"/> Provincial Highway <input checked="" type="checkbox"/> Continually maintained municipal road <input type="checkbox"/> Seasonally maintained municipal road <input type="checkbox"/> Other <input type="checkbox"/> Continually maintained county road	
What is the name of the road or street that provides access to the subject property? Corner Parcel with frontage and existing entrance along Sideroad 10 North and frontage along Laird Road West.	If access is by water only, please describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land to the nearest public road. N/A

Existing and Proposed Service		
Indicate the applicable water supply and sewage disposal:		
Private Well	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Water	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Provincial Water Taking Permit	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Private Septic	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Septic	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Other Provincial Waste Water System	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
How is storm drainage provided? *		
<input type="checkbox"/> Storm Sewers <input checked="" type="checkbox"/> Ditches <input type="checkbox"/> Swales <input type="checkbox"/> Other means		

Existing Subject and Abutting Property Land Uses, Buildings and their Locations	
What is the existing use of the subject property? Vacant Land - Portion used for trailer, rv and boat storage facility	What is the existing use of the abutting properties? Resort Commercial, Agricultural, Rural Residential, Extractive, Open Space

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters Vacant	Main Building Height in Feet Vacant	Percentage Lot Coverage in Meters Vacant
Percentage Lot Coverage in Feet Vacant	Number of Parking Spaces Vacant	Number of Loading Spaces
Number of Floors Vacant	Total Floor Area in Square Meters Vacant	Total Floor Area in Square Feet Vacant
Ground Floor Area (Exclude Basement) in Square Meters Vacant	Ground Floor Area (Exclude Basement) in Square Feet Vacant	

Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters Vacant	Main Building Height in Feet Vacant	Percentage Lot Coverage in Meters Vacant
Percentage Lot Coverage in Feet Vacant	Number of Parking Spaces Vacant	Number of Loading Spaces Vacant
Number of Floors Vacant	Total Floor Area in Square Meters Vacant	Total Floor Area in Square Feet Vacant
Ground Floor Area (Exclude Basement) in Square Meters Vacant	Ground Floor Area (Exclude Basement) in Square Feet Vacant	

What is the location of all buildings existing and proposed for the subject property? (specify distances from front, rear and side lot lines)		
Front Yard in Meters Vacant	Front Yard in Feet Vacant	Rear Yard in Meters Vacant
Rear Yard in Feet Vacant	Side Yard (interior) in Meters Vacant	Side Yard (interior) in Feet Vacant
Side Yard (Exterior) in Meters Vacant	Side Yard (Exterior) in Feet Vacant	

What are the dates of acquisition and construction of subject property and building property		
Date of acquisition of subject property May 24, 2019	Date of construction of buildings property Vacant	How long have the existing uses continued on the subject property? Years
Has the owner previously applied for relief in respect of the subject property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Other Related Planning Applications	
Planning Application: Official Plan Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Zoning By-Law Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Planning Application: Plan of Subdivision <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Consent (Severance) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Planning Application: Site Plan <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Minor Variance <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Minor Variance Application must be commissioned
Please confirm the following <input checked="" type="checkbox"/> I understand that prior to the Minor Variance Application being deemed complete it must be commissioned by all registered owners or the agent responsible for the application.



March 27, 2025

Via email

GRCA File: Minor Variance Application - D13-BAR

Lynne Banks, Associate Planner, FONTENN
Township of Puslinch
7404 County Road 34
Puslinch, Ontario, N0B 2J0

Dear Lynne Banks,

Re: Minor Variance Application - D13-BAR
6759 Laird Road West, Puslinch
Scott Bardwell

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted Minor Variance Application to permit the continued use of a trailer, RV and a boat storage facility on the subject property.

Recommendation

The GRCA has no objection to the proposed minor variance application.

Documents Reviewed by Staff

Staff have reviewed the following documents submitted with this application:

- Planning Letter, prepared by Van Harten Land Surveyors – Engineers, dated March 7, 2025
- Minor Variance Sketch, prepared by Van Harten Land Surveyors -Engineers, dated March 3, 2025.

GRCA Comments

GRCA staff have reviewed this application under the Mandatory Programs and Services Regulation (Ontario Regulation 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS, 2024), as a regulatory authority under Ontario Regulation 41/24 and as a public body under the *Planning Act* as per our CA Board approved policies.

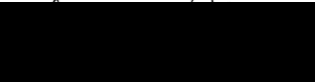
Information available at our office indicates that a portion of the property contains wetland and its associated regulated allowance. A copy of GRCA's resource mapping is attached. Due to the presence of the feature noted above, a portion of the property are regulated by the GRCA under Ontario Regulation 41/24 – Prohibited Activities, Exemptions and Permits Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

Based on our review of the materials, the proposed storage area is located greater than 30 metres from the wetland, outside of GRCA's regulated area. Therefore, we have no objection to the proposed minor variance.

This application is considered a 'minor' minor variance application. Consistent with the GRCA's approved 2023-2025 plan review fee schedule, the applicant will be invoiced in the amount of \$300 for the GRCA's review of this application.

Should you have any questions, please contact Ismet Esgin Zorlu (Resource Planner) at 519-621-2761 extension 2231 or iezorlu@grandriver.ca

Sincerely,

A black rectangular redaction box covering the signature of Chris Foster-Peruggella.

Chris Foster-Peruggella
Supervisor of Planning and Regulations
Grand River Conservation Authority

Enclosed: GRCA Mapping

Copy: Scott Bardwell, owner – (via email)



Legend

- Regulation Limit (GRCA)
- Floodplain (GRCA)
 - Engineered
 - Estimated
 - Approximate
 - Floodplain - Special Policy Area (GRCA)
- Slope Erosion (GRCA)
 - Steep
 - Oversteep
 - Toe
- Slope Valley (GRCA)
 - Steep
 - Oversteep
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel - Assessment (MPAC/MNRF)
- Conservation Area Boundary (GRCA)

Copyright Grand River Conservation Authority, 2025.

Disclaimer: This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user. The source for each data layer is shown in parentheses in the map legend. See [Sources and Citations](#) for details.





COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

March 24th, 2025

BY E-MAIL

Lynne Banks, Secretary-Treasurer
Committee of Adjustment
Township of Puslinch
7404 Wellington Rd 34
Puslinch, ON N0B 2J0

Dear Ms. Banks:

**Re: Proposed Minor Variance – D13/BAR
Scott Bardwell
Concession 5 S Part Lot 11
Township of Puslinch**

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. These comments have been prepared without the formal municipal Notice and are preliminary. Comments may be subject to change once the Notice is received.

It is our understanding that relief is being requested from Zoning By-law No. 023-18 to permit a Trailer, Recreation Vehicle & Boat Storage Facility within Agricultural (A) Zone, where this use is not permitted. It is our understanding that the facility is proposed on 0.47 ha of the 3.77 ha site, and that the applicant is proposing no expansion to the use beyond what is currently existing. The applicant has not indicated if storage use is seasonal but has indicated that that the site is closed from Nov 1st – April 30th with no access, and most RVs are left for the off-season on site during this time.

The subject lands are designated Recreational, Secondary Agricultural and Greenlands System within the County of Wellington Official Plan.

The proposed use appears to be located within the portion of the property within the Recreational Area designation. This designation establishes permitted uses within Section 6.7.2 *Permitted Uses* which may include “commercial activities related to and serving recreational activities”. Section 6.7.9 *Recreational Commercial Uses* provides additional policy direction. This section directs that commercial facilities which service recreational areas (such as trailer and boat sales and service, boat storage areas etc.), may be located in recreational areas provided all other policies of the plan are met. The Township should be satisfied that the proposed facility is serving recreational areas within the Community.

The subject lands contain both Core Greenlands and Greenlands features including significant woodlands, wetlands regulated by the Grand River Conservation Authority (GRCA), and Provincially Significant Wetlands. Development is not permitted within Provincially Significant



COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT

Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR

TEL: (519) 837-2600

FAX: (519) 823-1694

1-800-663-0750

ADMINISTRATION CENTRE

74 WOOLWICH STREET

GUELPH, ONTARIO

N1H 3T9

Wetlands, and the Official Plan directs that all other wetlands will be protected and development that would seriously impair their future ecological functions will not be permitted. Section 5.5.4 *Woodlands* directs that significant woodlands will be protected from development or site alteration which would negatively impact the woodland or their ecological functions. Further, section 5.6 *Development Control* provides that development, including a change of use, within 120 m may trigger the need for an Environmental Impact Study as per section 5.6.3 of the Official Plan. Comments from the GRCA and the Township Ecologist should be considered, and Township staff will need to be satisfied that the proposal is consistent with the Greenlands System policies of the Official Plan.

Section 2.6 of the Provincial Planning Statement (2024) directs that new land uses on rural lands shall comply with the Minimum Distance Separation (MDS) Formulae. The Township should be satisfied that MDS requirements are met.

Township Staff will need to be satisfied that the subject proposal is in conformity and consistent with Provincial Policy and the County of Wellington Official Plan and meets the four tests of minor variance under the Planning Act, 1990.

I trust that these comments will be of assistance to the Committee. We would appreciate a copy of the Committee's decision with respect to this application.

Yours truly,

Joanna Henderson MCIP RPP
Senior Planner



March 18, 2025

Memorandum

To: Lynne Banks – Development and Legislative Coordinator, Township of Puslinch

Cc: Jesse Auspitz – Principal Planner, NPG Planning Solutions
Mehul Safiwala – Junior Planner, Township of Puslinch

From: Kim Funk – Source Protection Coordinator, Wellington Source Water Protection

**RE: Laird Road and Sideroad10N, Township of Puslinch
Minor Variance**

Wellington Source Water Protection (WSWP) staff have had the opportunity to review the submitted documents in support of the above noted application. This property is located within a vulnerable area and our review was completed to ensure the activities at this property meet the requirements of relevant Source Protection Plan and County of Wellington Official Plan policies.

Clean Water Act Section 59 Notice & Risk Management Plan:

A Section 59 Notice and Risk Management Plan are not required for this proposal. If the nature of the development changes, Notices may apply and a Risk Management Plan may be required.

Land Use Planning:

WSWP request that the owners or their agents submit the following report to the satisfaction of the Township Risk Management Official:

1. A liquid fuel handling, storage and spill response procedure. During the pre-consultation meeting the owner indicated that they have created an emergency response procedure that includes a fuel handling, storage and spill response procedure. It is requested that the emergency response procedure be provided.

For more information, please contact sourcewater@centrewellington.ca.

Sincerely,

Kim Funk
Source Protection Coordinator
519-846-9691 ext 283
kfunk@centrewellington.ca

From: Andrew Hartholt
Sent: March 25, 2025 9:06 AM
To: Lynne Banks
Subject: Minor Variance - 6759 Laird Road West - Bardwell - VH 33816-24

Hey Lynne,

As no buildings or sewage systems appear to be involved in this application, the building department has no comments.



Andrew Hartholt
Chief Building Official
Township of Puslinch
7404 Wellington Rd 34, Puslinch ON N0B 2J0
519-763-1226 ext. 229 www.puslinch.ca

My work hours may not match yours, and I do not expect you to respond outside your working hours.



REPORT D13-2025-006

TO: Committee of Adjustment Chair and Members of Committee

PREPARED BY: Mehul Safiwala, Junior Planner

PRESENTED BY: Mehul Safiwala, Junior Planner

MEETING DATE: April 8, 2025

SUBJECT: Minor Variance Application D13/COX (Troy Cox)
4523 VICTORIA RD S
Part Lot 19 Concession 9

RECOMMENDATION

That Report D13-2025-006 entitled Minor Variance Application D13/COX be received; and

Whereas the variance requested would provide relief from Section 4.4.2, Table 4.1 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission to allow a 0.76 metre setback of interior side yard for the existing shed instead of a 2 metre interior side year setback as required; and

Whereas this application is required as condition of consent application B8/24 that was conditionally approved in April 2024; the consent application would sever a 0.38 ha (0.94 ac) vacant land to be added to adjacent land for rural residential use within the Secondary Agricultural Area; and

Whereas the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, is considered minor in nature, and is desirable and appropriate for the development of the subject property; and

Therefore, that planning staff recommends approval of the application with the following conditions:

1. That owner apply and receive an approved building permit for the shed; and,
2. That the shed has no opening along the property line to the satisfaction of the Township.

Purpose

Regulation	By-law Section	Required	Proposed	Relief Requested
Comprehensive Zoning By-law # 23-2018, as amended	Accessory Building and Structures Section 4.4.2, Table 4.1	The minimum interior side yard for accessory buildings and structures is 2 m.	0.76 m	1.26 m

Subject Property Key Map



Discussion

Four Tests	Discussion
That the requested variance is minor in nature	<ul style="list-style-type: none"> The subject lands contain an existing single family dwelling and a shed. The purpose of the application is to allow a 0.76 metre interior side yard setback for an existing Shed. Staff consider the variance to be minor in terms of the impact and context within the surrounding neighbourhood.
That the intent and purpose of the Zoning By-law is maintained	<ul style="list-style-type: none"> The subject lands are Zoned Agriculture (A). A single detached dwelling and accessory buildings are permitted uses within the Agriculture Zone, in accordance with section 11.2 and 4.4.1 of the Zoning By-law.

	<ul style="list-style-type: none"> • Section 4.4.2, Table 4.1 of the Zoning By-law requires an interior side yard setback of 2.0 metres for accessory building and structures. • The intent of the application is to allow a 0.76 metre interior side yard setback for an existing shed, which is 41 m² (441.32 ft²) in size, to comply with Zoning By-law. • The intent of requiring a minimum interior side yard setback is to help preserve neighborhood aesthetics, and ensure adequate space for sidewalks, landscaping, utilities, to allow for access and maintenance of the entire parcel including private septic systems, and to create a sense of consistency within the surrounding neighbourhood. • Based on the site plan submitted it appears that the lot coverage and other setbacks for the proposed accessory structure, including rear yard and side yard appears to be met, however a formal review was not conducted at this time and the development will be subject to a formal review during the building permit process.
<p>That the general intent and purpose of the Official Plan is maintained</p>	<ul style="list-style-type: none"> • The Property is designated Secondary Agriculture and Greenland within the County Official Plan. • The subject land contains Significant Wood Area in the Greenland System. • The lot line adjustment B8/24 was approved and deem consistent with the County Official plan.
<p>That the variance is desirable for the appropriate development and use of the land, building or structure</p>	<ul style="list-style-type: none"> • The subject property is surrounded by residential uses. • The proposed variance would allow the shed for the purpose of storage and to be in compliance with Zoning by-law. • The proposed reduced setback maintains adequate space for landscaping, utilities and sufficient setback for access for the maintenance of the property. • Planning staff are satisfied that the minor variance is desirable, and appropriate for the development and use of the land.

Conclusion

In conclusion, planning staff is of the opinion that the requested variance application meets the four tests of the *Planning Act*. Staff trust that this report will be of assistance to the Committee in their consideration of this matter.

Engagement Opportunities

Township Active Planning Application Website;
Public Notice of Hearing and Committee Decision (Statutory);
Notice of Public Hearing Resident Guide.

Attachments

Schedule "A" Application
Schedule "B" Sketch
Schedule "C" Staff/Public/Agency Comments

Respectfully submitted,

Reviewed by:

Mehul Safiwala,
Junior Planner

Justine Brotherston,
Interim Municipal Clerk

Cloudpermit application number CA-3523001-P-2025-14
--

Applicant, Property owner, Payer		
Last name Cox	First name Troy	Corporation or partnership
Street address 4523 Victoria Rd S	Unit number	Lot / Con.
Municipality Puslinch	Province ON	Postal code N0B 2J0
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Subject Land Information		
Address	Legal description	Roll number
4523 VICTORIA RD S (Primary)	PUSLINCH CON 9 PT LOT 19 RP;61R20770 PART 1	2301000007106200000

Sworn Declaration of Applicant		
<p>Complete in the presence of a Commissioner for taking affidavits</p> <p>I, Troy Cox, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the Applicant is accurate and that the information contained in the documents that accompany this application is accurate, 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.</p>		
<p>Signature of Applicant (sign in the presence of a Commissioner for taking affidavits)</p> <p>[REDACTED]</p>		
<p>Signature of Commissioner for taking affidavits</p> <p>[REDACTED]</p>	<p>Municipality</p> <p>Township of Puslinch</p>	<p>Day, month, year</p> <p>07 / MAR / 2025</p>

<p>Place an imprint of your stamp below</p> <p style="text-align: center;"> Monika Alyse Farncombe, a Commissioner, etc., Province of Ontario, for the Corporation of the Township of Puslinch. Expires February 14, 2027. </p>
--

Affidavit and signatures


Applicant

The Troy Cox, Applicant is required to agree to erect and maintain a sign on the subject lands and to permit Township employees/representatives to enter the lands for site visits. The sign will be provided to the applicant for posting on the property by Township planning staff along with instructions on how and where to post the sign. The sign must be posted at least 10 days prior to the Committee of Adjustment meeting date for the application and must remain on the property until the 20 day appeal period is expired.

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 Digitally signed on 2025-03-07, 3:27:28 p.m. EST by Troy Cox.

Send correspondence to	
Send correspondence to <input checked="" type="checkbox"/> Owner(s) <input type="checkbox"/> Agent <input type="checkbox"/> Others	
Who to send the Invoice to <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Other	

Provide a description of the "entire" property			
Concession 9	Lot 19	Registered Plan Number 61R20770	
Area in Hectares 0.64	Area in Acres 1.581	Depth in Meters 226	
Depth in Feet 741	Frontage in Meters 6.1	Frontage in Feet 20.01	Width of road allowance (if known)

Reason for Application	
Please indicate the Section of the Planning Act under which this application is being made <input checked="" type="checkbox"/> Section 45(1) relates to a change to a by-law standard (e.g. setbacks, frontage, height, etc.) <input type="checkbox"/> Section 45(2) relates to a change to or expansion of an existing legal non-conforming use	
What is the nature and extent of the relief that is being applied for? Property fence line is 2 meters away from existing shed but site plan property line was registered off of an old metal stake that was not placed there when the property was built 8 years ago as it is very old.	Why is it not possible to comply with the provisions of the by-law? It is not able to comply as the shed from the property line listed on the site plan is only 0.76 meters away

What is the current Official Plan and zoning status?	
Official Plan Designation Residential	Zoning Designation Residential
What is the access to the subject property? <input type="checkbox"/> Provincial Highway <input checked="" type="checkbox"/> Continually maintained municipal road <input type="checkbox"/> Seasonally maintained municipal road <input type="checkbox"/> Other <input type="checkbox"/> Continually maintained county road	
What is the name of the road or street that provides access to the subject property? Victoria Road South	If access is by water only, please describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land to the nearest public road.

Existing and Proposed Service		
Indicate the applicable water supply and sewage disposal:		
Private Well	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Water	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Provincial Water Taking Permit	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Private Septic	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Septic	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Other Provincial Waste Water System	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
How is storm drainage provided? *		
<input type="checkbox"/> Storm Sewers <input type="checkbox"/> Ditches <input checked="" type="checkbox"/> Swales <input type="checkbox"/> Other means		

Existing Subject and Abutting Property Land Uses, Buildings and their Locations	
What is the existing use of the subject property? Residential	What is the existing use of the abutting properties? Residential

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters 6.096	Main Building Height in Feet 20	Percentage Lot Coverage in Meters 6400 sq meters minus 405 sq meters for area= 0.063m
Percentage Lot Coverage in Feet 68,889 sqft minus 4364 sqft for area= 0.063ft	Number of Parking Spaces 20	Number of Loading Spaces
Number of Floors 1	Total Floor Area in Square Meters 405	Total Floor Area in Square Feet 4364
Ground Floor Area (Exclude Basement) in Square Meters 372	Ground Floor Area (Exclude Basement) in Square Feet 4000	

Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters 3.96	Main Building Height in Feet 13	Percentage Lot Coverage in Meters 6400 sq meters - 41.06sq meters = 0.0064m
Percentage Lot Coverage in Feet 68,889 sqft minus 442sqft = 0.0064ft	Number of Parking Spaces 0	Number of Loading Spaces 0
Number of Floors 1	Total Floor Area in Square Meters 134.72	Total Floor Area in Square Feet 442
Ground Floor Area (Exclude Basement) in Square Meters 134.72	Ground Floor Area (Exclude Basement) in Square Feet 442	

What is the location of all buildings existing and proposed for the subject property? (specify distances from front, rear and side lot lines)		
Front Yard in Meters 219	Front Yard in Feet 720	Rear Yard in Meters 0
Rear Yard in Feet 0	Side Yard (interior) in Meters 0.914	Side Yard (interior) in Feet 3
Side Yard (Exterior) in Meters 0.76	Side Yard (Exterior) in Feet 2.5	

What are the dates of acquisition and construction of subject property and building property		
Date of acquisition of subject property Sept 25/2017	Date of construction of buildings property May 15/2019	How long have the existing uses continued on the subject property? 7 1/2 years
Has the owner previously applied for relief in respect of the subject property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Other Related Planning Applications	
Planning Application: Official Plan Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Zoning By-Law Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Planning Application: Plan of Subdivision <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Consent (Severance) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Planning Application: Site Plan <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Minor Variance <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Minor Variance Application must be commissioned
Please confirm the following <input checked="" type="checkbox"/> I understand that prior to the Minor Variance Application being deemed complete it must be commissioned by all registered owners or the agent responsible for the application.



March 25, 2025

via email

GRCA File: D13-COX – 4523 Victoria Road South

Lynne Banks
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

Dear Ms. Banks,

Re: Application for Minor Variance D13/COX
4523 Victoria Road South, Township of Puslinch
Troy Cox

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted minor variance application requesting a reduced interior side yard setback.

Recommendation

The GRCA has no objection to the proposed minor variance application.

GRCA Comments

GRCA has reviewed this application under the Mandatory Programs and Services Regulation (Ontario Regulation 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS, 2024), as a regulatory authority under Ontario Regulation 41/24, and as a public body under the *Planning Act* as per our CA Board approved policies.

Information currently available at this office indicates that the subject property contains the regulated allowance adjacent to floodplain and wetland. A copy of GRCA's resource mapping is attached.

Due to the presence of the features noted above, a portion of the property is regulated by the GRCA under Ontario Regulation 41/24 – Prohibited Activities, Exemptions and Permits Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

It is understood that the minor variance application requests a reduced interior side yard setback for an existing storage shed. The storage shed is located outside of the regulated area associated with the natural hazards noted above. As such, the GRCA has no objection to the approval of this application.

Consistent with GRCA's approved fee schedule, this application is considered a 'minor' minor variance and the applicant will be invoiced in the amount of \$300.00 for GRCA's review of this application.

Should you have any questions, please contact me at 519-621-2763 ext. 2228 or aherreman@grandriver.ca.

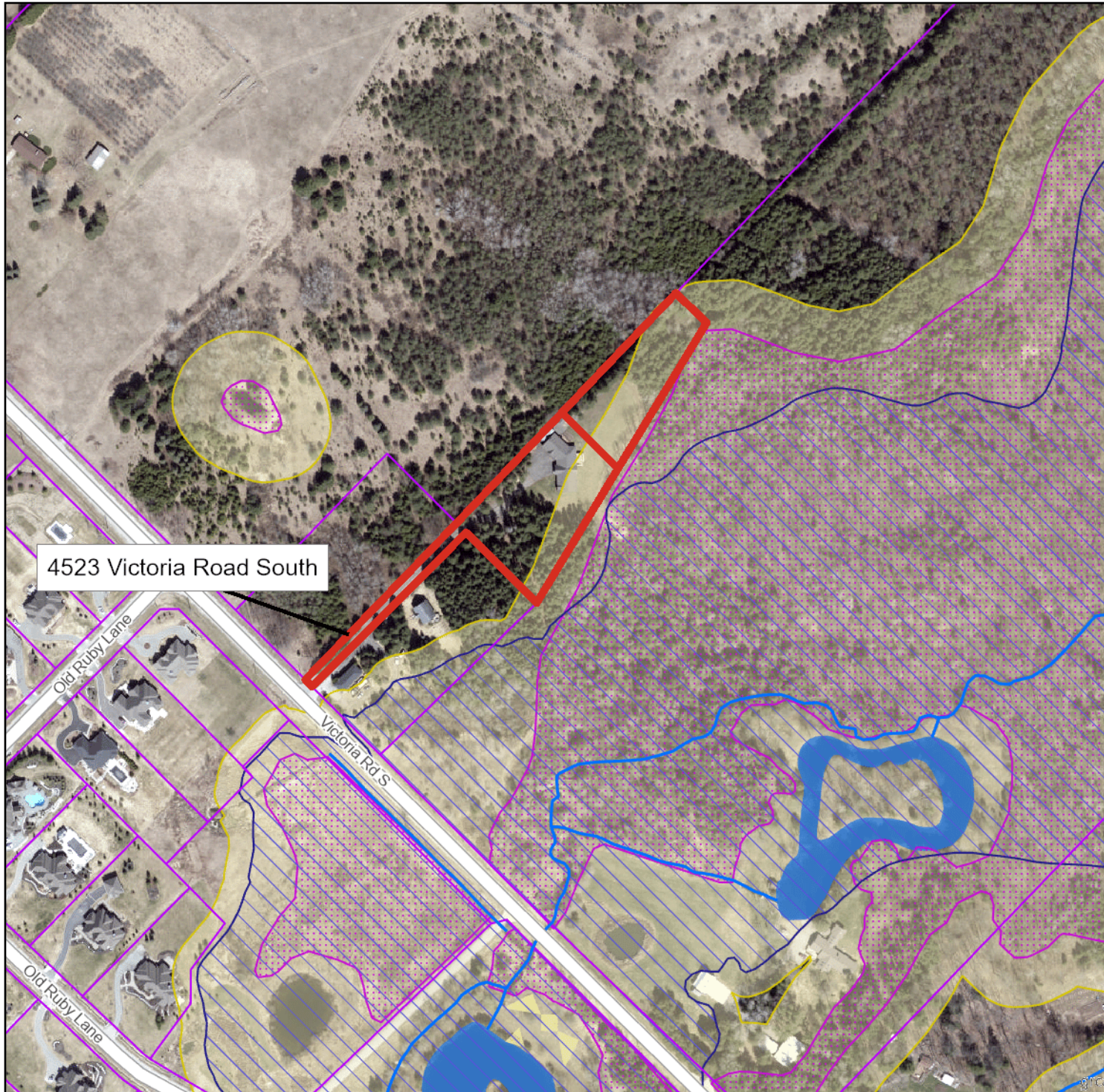
Sincerely,

A black rectangular redaction box covering the signature of Andrew Herreman.

Andrew Herreman, CPT
Resource Planning Technician
Grand River Conservation Authority

Enclosed: GRCA Mapping

Copy: Troy Cox (via email)



4523 Victoria Road South

Legend

- Regulation Limit (GRCA)
- Floodplain (GRCA)**
 - Engineered
 - Estimated
 - Approximate
 - Floodplain - Special Policy Area (GRCA)
- Slope Erosion (GRCA)**
 - Steep
 - Oversteep
 - Toe
- Slope Valley (GRCA)**
 - Steep
 - Oversteep
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel (Wellington)
- Conservation Area Boundary (GRCA)

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COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

March 25, 2025

BY E-MAIL

Lynne Banks, Secretary-Treasurer
Committee of Adjustment
Township of Puslinch
7404 Wellington Rd 34
Puslinch, ON N0B 2J0

Dear Ms. Banks:

**Re: Proposed Minor Variance – D13-COX
Troy Cox
4523 Victoria Rd S
Township of Puslinch**

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that the following relief is being requested from Zoning By-law No. 023-18, Section 4.4.2, Table 4.1:


- To permit a reduced interior side yard of 0.76 m for an existing accessory building/structure, as opposed to a minimum required interior yard setback of 2 m.


The subject lands are designated as Secondary Agriculture, Core Greenlands and Greenlands in the County Official Plan. Identifying features include significant woodlands and provincially significant wetlands. Planning staff note that this relief is for an existing accessory building/structure that is located within the minimum side yard setback. It is noted that the proposed variance is to address a Condition of Lot Line Adjustment application B8/24 approved by the Land Division Committee in April 2024.

It is noted that the existing structure is located within the Greenlands System significant woodlands. Section 5.5.4 of the Official Plan protects significant woodlands from development or site alteration which would negatively impact them or their ecological functions. The Township will need to be satisfied that that the Official Plan policies regarding the Greenlands System are met.

I trust that these comments will be of assistance to the Committee. We would appreciate a copy of the Committee's decision with respect to this application.

Yours truly,


Jamie Barnes
Junior Planner


Joanna Henderson MCIP RPP
Senior Planner

Minor Variance D13-COX – 4523 Victoria Rd S

Comments received

Fire – no comments

Public Works – no comments

Building Department - from a building code standpoint, a shed with a setback of 0.76m is acceptable if no openings are proposed along the property line.

The applicant has applied for the building permit for the shed in question and is currently under review. Further technical requirements will be addressed through the building permit process.

Property Standards/By-law – no comments

Sourcewater - Since this property is located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), but the activity(ies), as indicated, would not create a significant drinking water threat, the application can be screened out and it does not require a Section 59 notice under the Clean Water Act. Please note that we may provide comments on any future applications subject to this property, given the vulnerable areas.



REPORT D13-2025-007

TO: Committee of Adjustment Chair and Members of Committee

PREPARED BY: Mehul Safiwala, Junior Planner

PRESENTED BY: Mehul Safiwala, Junior Planner

MEETING DATE: April 8, 2024

SUBJECT: Minor Variance Application D13/WIM (Eric Wimalasekera)
68 JASPER HEIGHTS PV
PLAN 61M203 LOT 27

RECOMMENDATION

That Report D13-2025-007 entitled Minor Variance Application D13/WIM be received; and

Whereas the variance requested would provide relief from Section 14, Table 14.1, Site-Specific Special Provisions No. 86 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission to allow a reduced front yard setback of 1.6 m for an existing shed instead of 2 meters front yard setback as required; and

Whereas the minor variance application would maintain the general intent and purpose of the Official Plan and Zoning By-law, is considered minor, and is desirable and appropriate for the development of the subject property; and

Therefore, that planning staff recommends deferral of the application until the following items is provided:

1. That owner provides an appropriate site plan confirming the final location of the shed and existing buildings and structures, showing each dimension to the property line.

Purpose

Regulation	By-law Section	Required	Proposed	Relief Requested
Comprehensive Zoning By-law # 23-2018, as amended	Section 14, Table 14.1, Site-Specific Special Provisions No. 86	No accessory buildings or structures shall be located within the required front yard, except carports, decks; together with sheds located on through lots or lots abutting a waterway, all of which accessory structures shall be located a minimum of 2 m from the front lot line.	1.6 metres	0.4 metres

Subject Property Key Map



Discussion

Four Tests	Discussion
That the requested variance is minor in nature	<ul style="list-style-type: none"> The subject lands contain an existing single detached dwelling and an accessory building. The purpose of the application is to allow a 1.6 meters front yard setback for an exiting shed.

	<ul style="list-style-type: none"> • Staff consider the variance to be minor in terms of impact and context within the surrounding neighbourhood.
<p>That the intent and purpose of the Zoning By-law is maintained</p>	<ul style="list-style-type: none"> • The subject lands are within the Rural Residential Zone Site-Specific Special Provision No. 86. • A single detached dwelling and accessory buildings are permitted uses within the Rural Residential Zone Site-Specific Special Provision No. 86, in accordance with sections 6.2, 4.4.1 and 14 of the Zoning By-law. • Section 14, Site-Specific Special Provision No. 86 states that no accessory buildings or structures shall be located within the required front yard, except carports, decks; together with sheds located on through lots or lots abutting a waterway, all of which accessory structures shall be located a minimum of 2 meters from the front lot line. • The intent of the application is to allow a 1.6 metre front yard setback for an existing shed, which is 21.61 m² (232.61 ft²) in size. • The subject property will have total lot coverage of 22.18 % with the addition of shed. The Rural Residential Zone Site-Specific Special Provision No. 86 allows for a maximum of 35% lot coverage. • The proposed shed appears to meet all other requirement of the Site-Specific Special Provision No. 86. • The intent of requiring a minimum front yard setback is to help preserve neighborhood aesthetics, and ensure adequate space for sidewalks, landscaping, utilities, to allow for access and maintenance of the entire parcel, and to create a sense of consistency within the surrounding neighbourhood. • Based on the site plan submitted it appears that the lot coverage and setbacks for the proposed accessory structure, including rear yard and side yard appears to be met, however a formal review was not conducted at this time and the development will be subject to a formal review during the building permit process.
<p>That the general intent and purpose of the Official Plan is maintained</p>	<ul style="list-style-type: none"> • The subject lands are within Special Policy Area PA7-6 Mini Lakes and identified as an Environmentally Sensitive Area (ESA) within the County of Wellington Official Plan. • The land designated PA7-6 may be used for an adult lifestyle community including dwelling units. • The County of Wellington Official Plan Section 5.5.5 Environmentally Sensitive Areas (ESA's) states that the areas will

	<p>be protected from development or site alterations which would negatively impact them or their ecological functions.</p>
<p>That the variance is desirable for the appropriate development and use of the land, building or structure</p>	<ul style="list-style-type: none"> • The subject property is abutted by a residential use to the west, a road right of way to the east and stream in the back of the property. • The proposed reduced setback maintains adequate space for sidewalks, landscaping, utilities and sufficient setback for access for the maintenance of the property.

Conclusion

In conclusion, planning staff is recommending deferral until an appropriate site plan confirming the final location of the shed is submitted. Staff trust that this report will be of assistance to the Committee in their consideration of this matter.

Engagement Opportunities

Township Active Planning Application Website;
 Public Notice of Hearing and Committee Decision (Statutory);
 Notice of Public Hearing Resident Guide.

Attachments

Schedule "A" Application
 Schedule "B" Sketch
 Schedule "C" Staff/Public/Agency Comments

Respectfully submitted,

Reviewed by:

Mehul Safiwala,
 Junior Planner

Justine Brotherton,
 Interim Municipal Clerk

Cloudpermit application number CA-3523001-P-2025-12
--

Applicant, Property owner, Payer		
Last name Wimalasekera	First name Eric	Corporation or partnership
Street address 68 Jasper Heights	Unit number	Lot / Con.
Municipality Puslinch	Province ON	Postal code N0B 2J0
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Subject Land Information		
Address	Legal description	Roll number
68 JASPER HEIGHTS PV (Primary)	PLAN 61M203 LOT 27	2301000006165470000

Sworn Declaration of Applicant		
Complete in the presence of a Commissioner for taking affidavits		
I, Eric Wimalasekera, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the Applicant is accurate and that the information contained in the documents that accompany this application is accurate, 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.		
Signature of Applicant (sign in the presence of a Commissioner for taking affidavits) [REDACTED]		
Signature of Commissioner for taking affidavits [REDACTED]	Municipality Township of Puslinch	Day, month, year 06 / 03 / 2025

Place an imprint of your stamp below	<p>Monika Alyse Famcombe, a Commissioner, etc., Province of Ontario, for the Corporation of the Township of Puslinch. Expres February 14, 2027.</p>
--------------------------------------	--

Affidavit and signatures


Applicant

The Eric Wimalasekera, Applicant is required to agree to erect and maintain a sign on the subject lands and to permit Township employees/representatives to enter the lands for site visits. The sign will be provided to the applicant for posting on the property by Township planning staff along with instructions on how and where to post the sign. The sign must be posted at least 10 days prior to the Committee of Adjustment meeting date for the application and must remain on the property until the 20 day appeal period is expired.

Notice with respect to collection of personal information

Personal information on this form is collected under the authority of the Planning Act. The information is used for the purpose of processing this application and administering the legislation and is maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.

 Digitally signed on 2025-03-06, 2:20:04 p.m. EST by Eric Wimalasekera.

Send correspondence to	
Send correspondence to <input checked="" type="checkbox"/> Owner(s) <input type="checkbox"/> Agent <input type="checkbox"/> Others	
Who to send the Invoice to <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Other	

Provide a description of the "entire" property			
Concession	Lot	Registered Plan Number	
Area in Hectares	Area in Acres	Depth in Meters	
Depth in Feet	Frontage in Meters	Frontage in Feet	Width of road allowance (if known)

Reason for Application	
Please indicate the Section of the Planning Act under which this application is being made <input checked="" type="checkbox"/> Section 45(1) relates to a change to a by-law standard (e.g. setbacks, frontage, height, etc.) <input type="checkbox"/> Section 45(2) relates to a change to or expansion of an existing legal non- conforming use	
What is the nature and extent of the relief that is being applied for? asking for a .4 meter setback review from the zoning bylaw	Why is it not possible to comply with the provisions of the by-law? structure is completed and the foundation is anchored to the pre-existing concrete base

What is the current Official Plan and zoning status?	
Official Plan Designation Green Land	Zoning Designation Rural Residential Site Specific 86
What is the access to the subject property? <input type="checkbox"/> Provincial Highway <input type="checkbox"/> Continually maintained municipal road <input type="checkbox"/> Seasonally maintained municipal road <input checked="" type="checkbox"/> Other <input type="checkbox"/> Continually maintained county road	If other please specify
What is the name of the road or street that provides access to the subject property? Jasper Heights is the road and it is accessed from the Gate 1 or 3 of the Mini Lakes Community	If access is by water only, please describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land to the nearest public road.

Existing and Proposed Service		
Indicate the applicable water supply and sewage disposal:		
Private Well	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Water	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Provincial Water Taking Permit	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Private Septic	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Septic	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Other Provincial Waste Water System	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
How is storm drainage provided? *	Other Means of Storm Drainage	
<input type="checkbox"/> Storm Sewers <input type="checkbox"/> Ditches <input type="checkbox"/> Swales <input checked="" type="checkbox"/> Other means	Storm drainage off the roads into the french drain system which drains into the main body of water	

Existing Subject and Abutting Property Land Uses, Buildings and their Locations	
What is the existing use of the subject property? Residential	What is the existing use of the abutting properties? Residential

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters 4.3434	Main Building Height in Feet 14.250	Percentage Lot Coverage in Meters 18.3
Percentage Lot Coverage in Feet 18.3	Number of Parking Spaces 3	Number of Loading Spaces 0
Number of Floors 1	Total Floor Area in Square Meters 104.05	Total Floor Area in Square Feet 1119.9
Ground Floor Area (Exclude Basement) in Square Meters 111.48	Ground Floor Area (Exclude Basement) in Square Feet 1200	

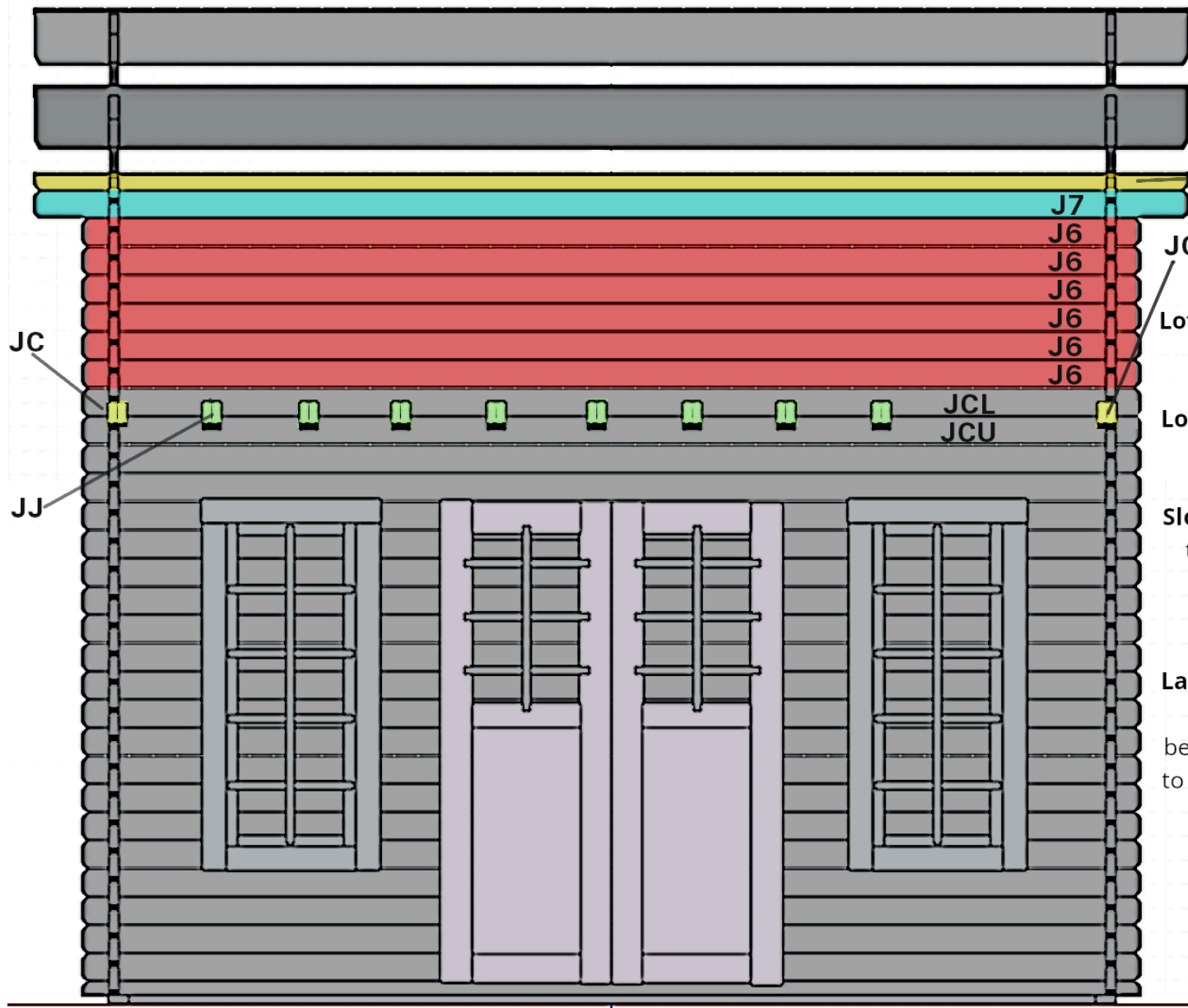
Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters 4.572	Main Building Height in Feet 15	Percentage Lot Coverage in Meters 20.9
Percentage Lot Coverage in Feet 20.9	Number of Parking Spaces 0	Number of Loading Spaces 0
Number of Floors 1	Total Floor Area in Square Meters 14.79	Total Floor Area in Square Feet 159.2
Ground Floor Area (Exclude Basement) in Square Meters 14.79	Ground Floor Area (Exclude Basement) in Square Feet 159.2	

What is the location of all buildings existing and proposed for the subject property? (specify distances from front, rear and side lot lines)		
Front Yard in Meters 1.6	Front Yard in Feet n/a	Rear Yard in Meters >0.6
Rear Yard in Feet n/a	Side Yard (interior) in Meters 3.3	Side Yard (interior) in Feet n/a
Side Yard (Exterior) in Meters n/a	Side Yard (Exterior) in Feet n/a	

What are the dates of acquisition and construction of subject property and building property		
Date of acquisition of subject property november 2020	Date of construction of buildings property september 9th 2023	How long have the existing uses continued on the subject property? 2 years
Has the owner previously applied for relief in respect of the subject property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Other Related Planning Applications		
Planning Application: Official Plan Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Zoning By-Law Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Planning Application: Plan of Subdivision <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Consent (Severance) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Planning Application: Site Plan <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Minor Variance <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Minor Variance: File Number	Minor Variance: Approval Authority	Minor Variance: Subject Lands
Minor Variance: Purpose relief from minimum 2.0m front property line setback		Minor Variance: Status pending

Minor Variance Application must be commissioned
Please confirm the following <input checked="" type="checkbox"/> I understand that prior to the Minor Variance Application being deemed complete it must be commissioned by all registered owners or the agent responsible for the application.



J8

J7

J6

J6

J6

J6

J6

J6

JC

Loft Floor Boards: JL - to be cut on site

Loft Rail top / front: JH - to be cut on site

Slotted Vertical Loft Joist: JS - to be cut on site - used just before the opening for the ladder

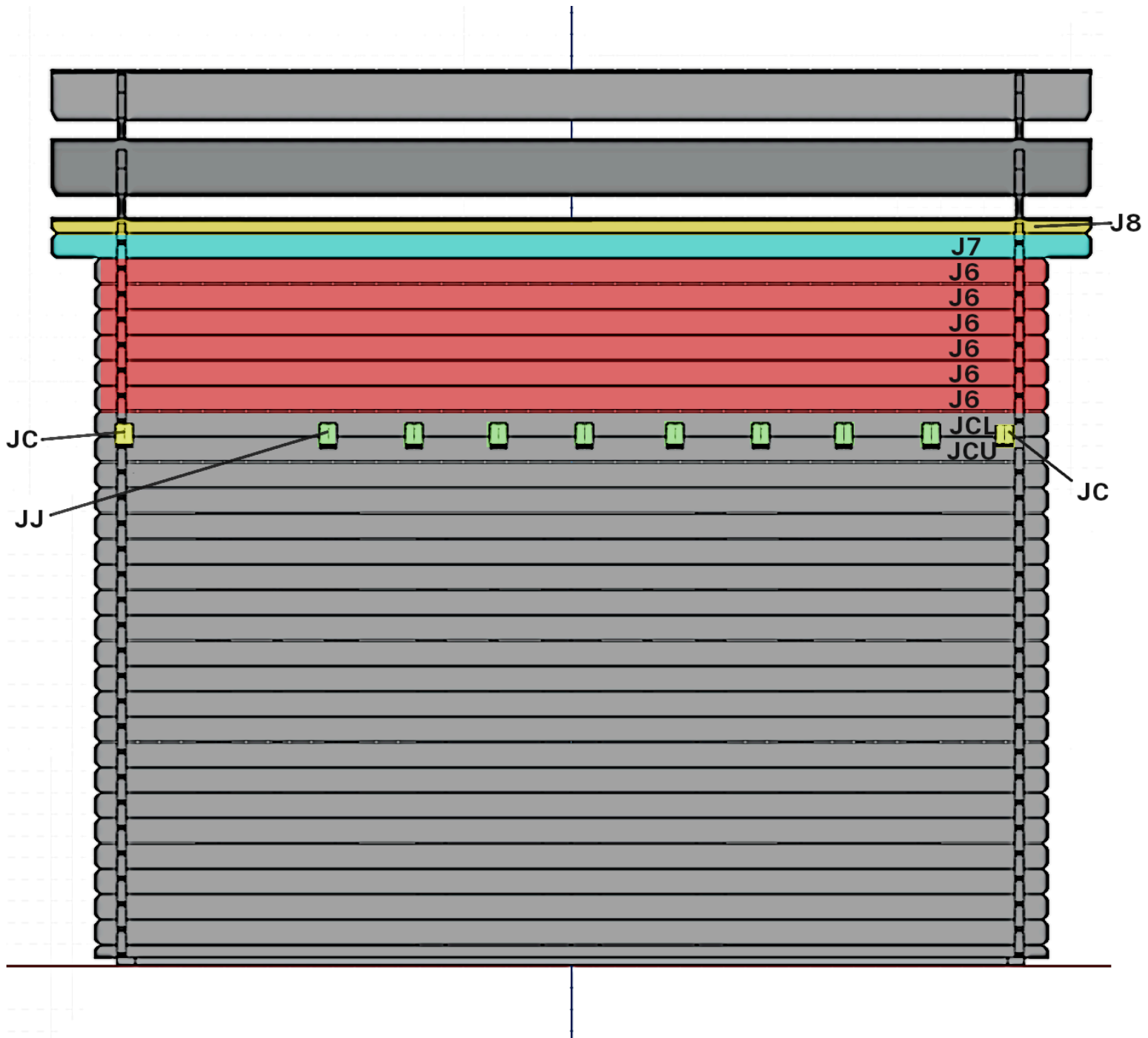
Ladder Support Blocking: JBL - to be cut on site - used between final loft joist and wall to allow for fastening of ladder.

JC

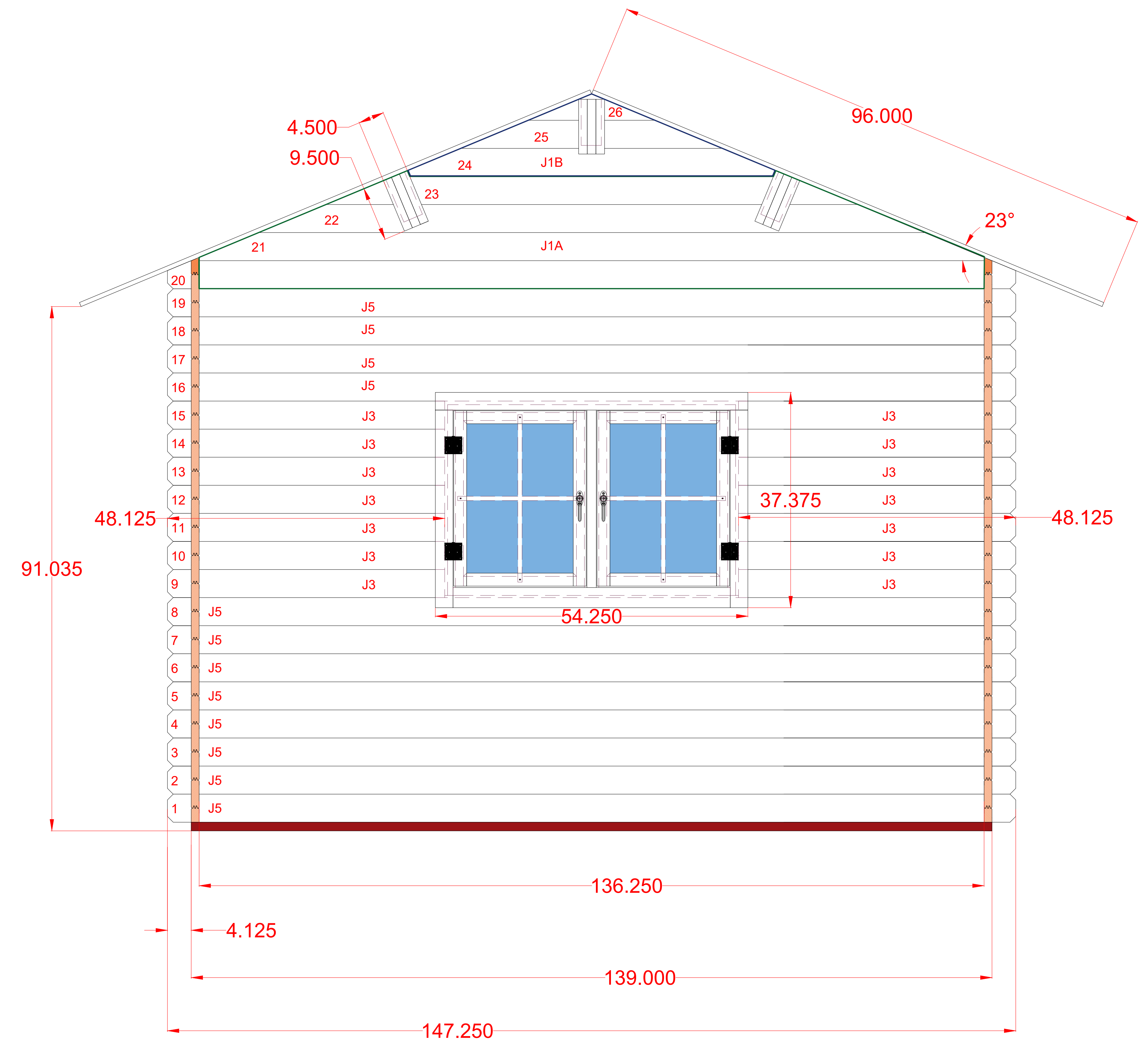
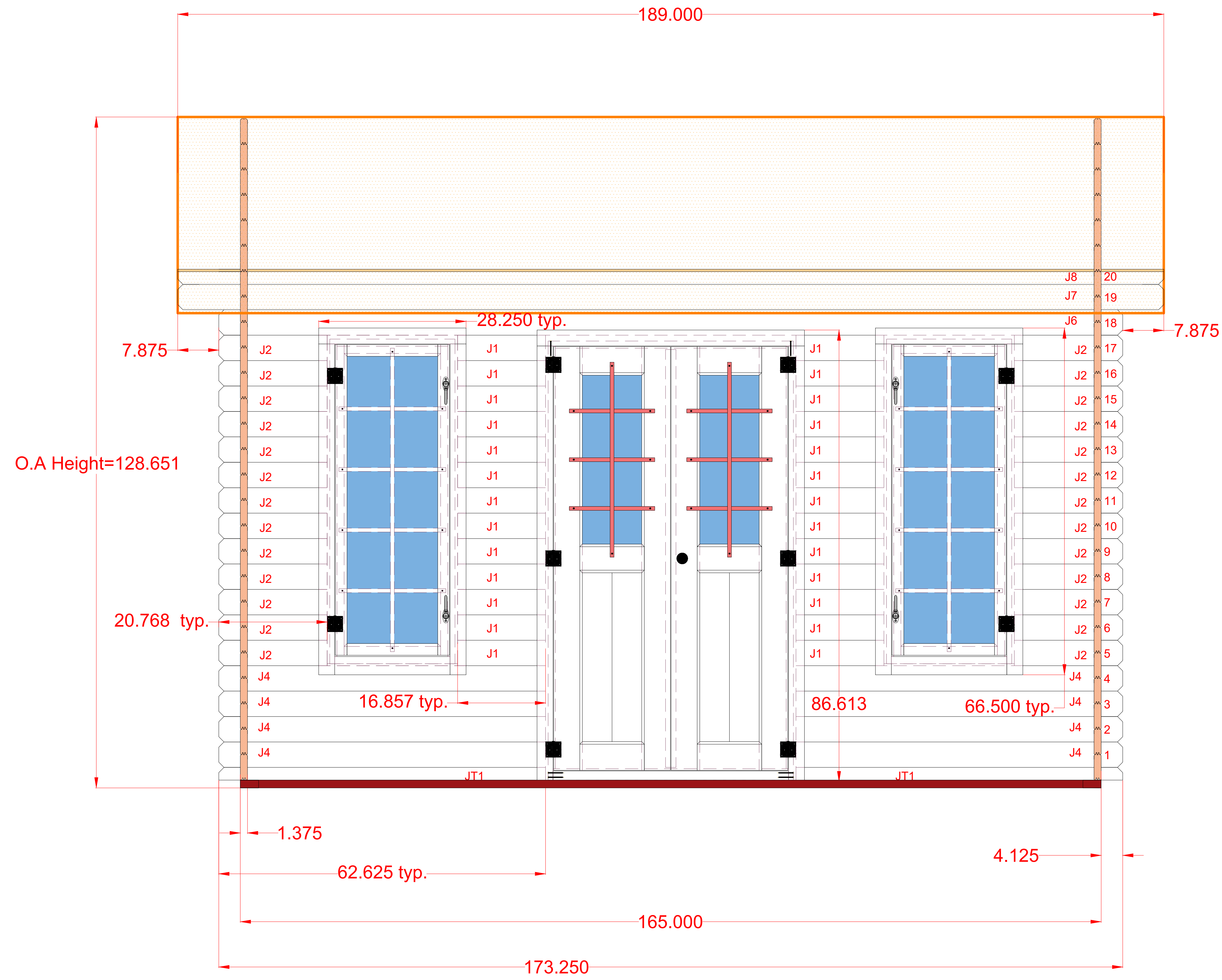
JJ

JCL

JCU



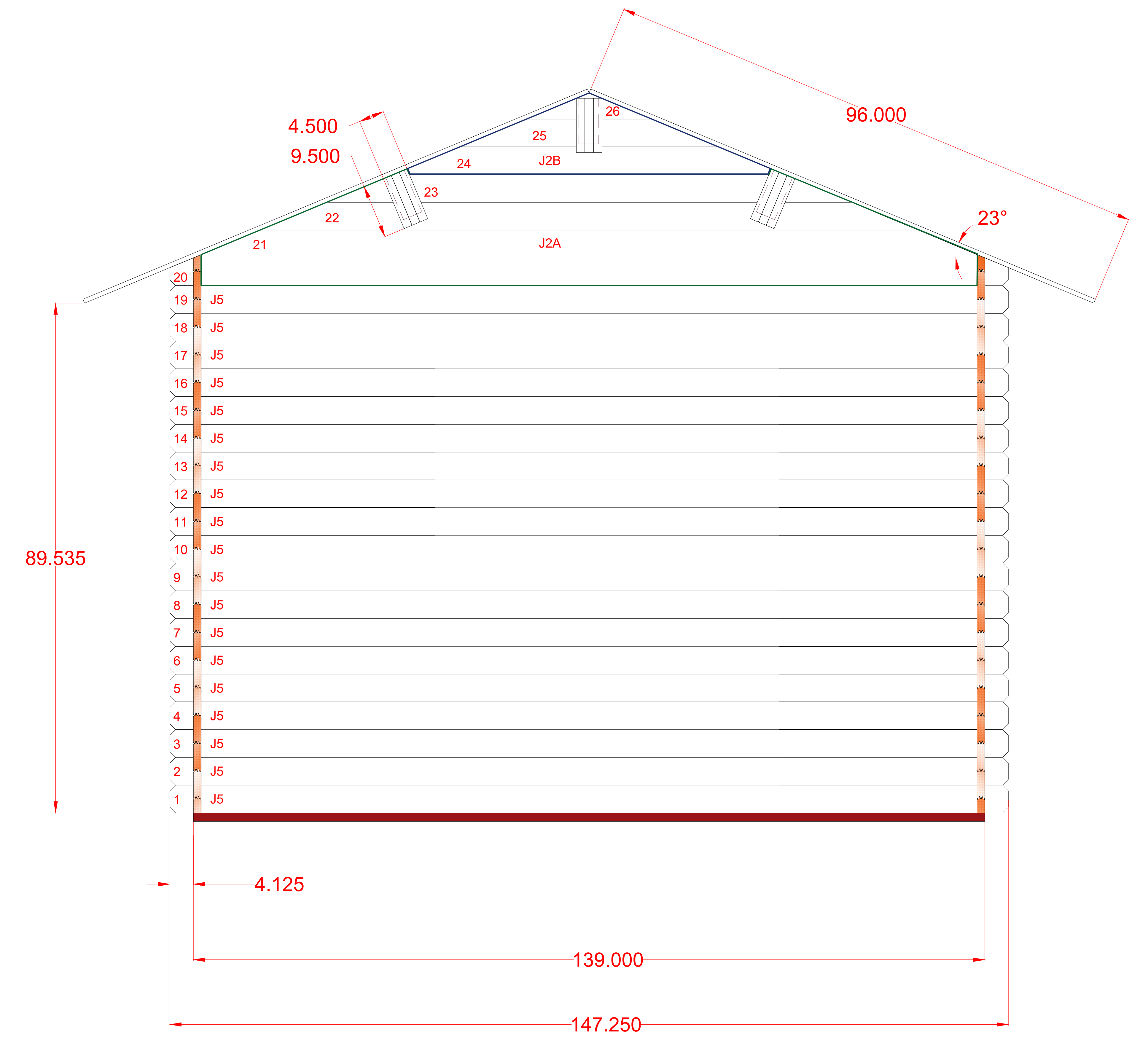
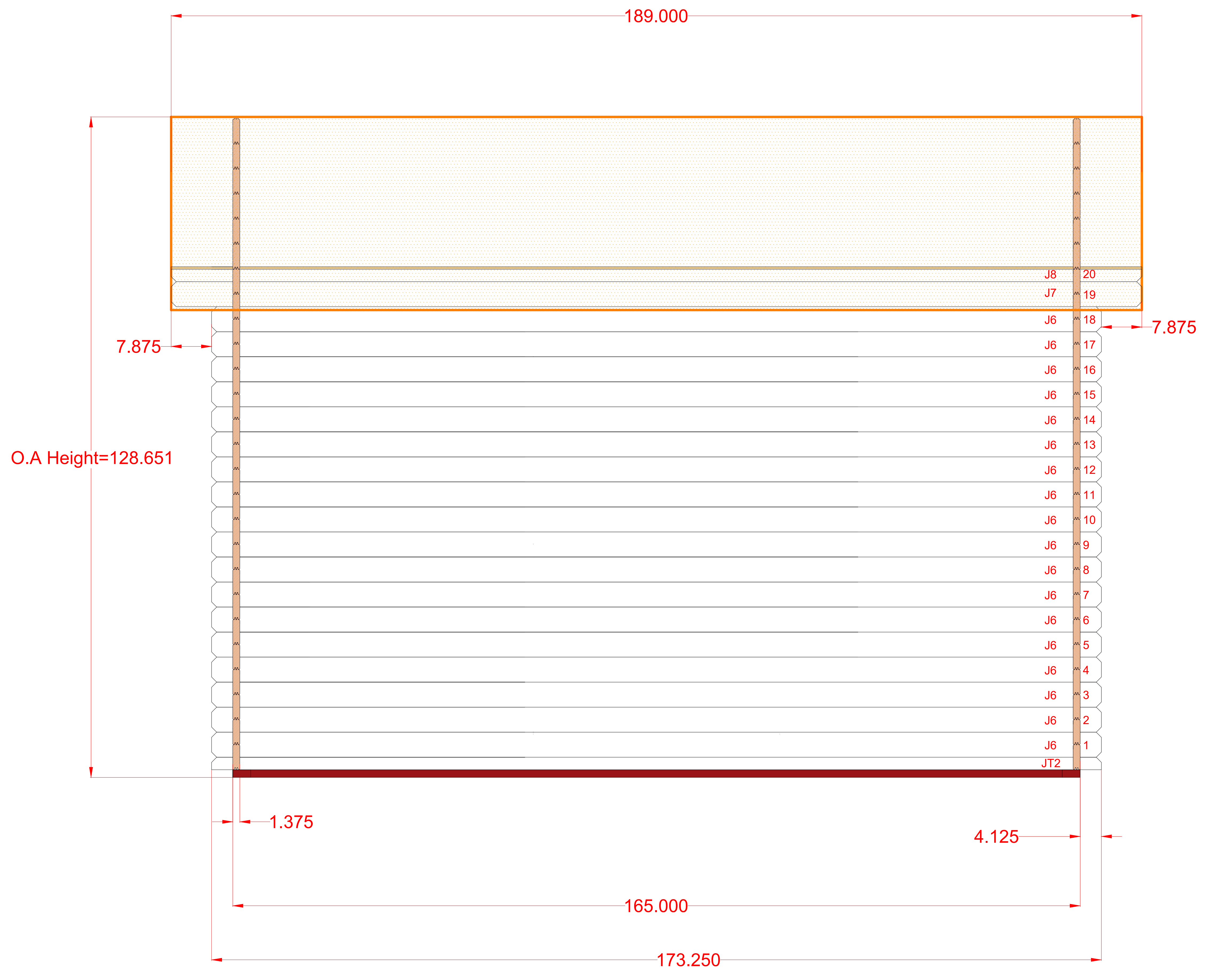
Note:
 O.A.=Overall
 typ.=Typical
 *All Dimensions in inches.



FRONT / SIDE VIEWS



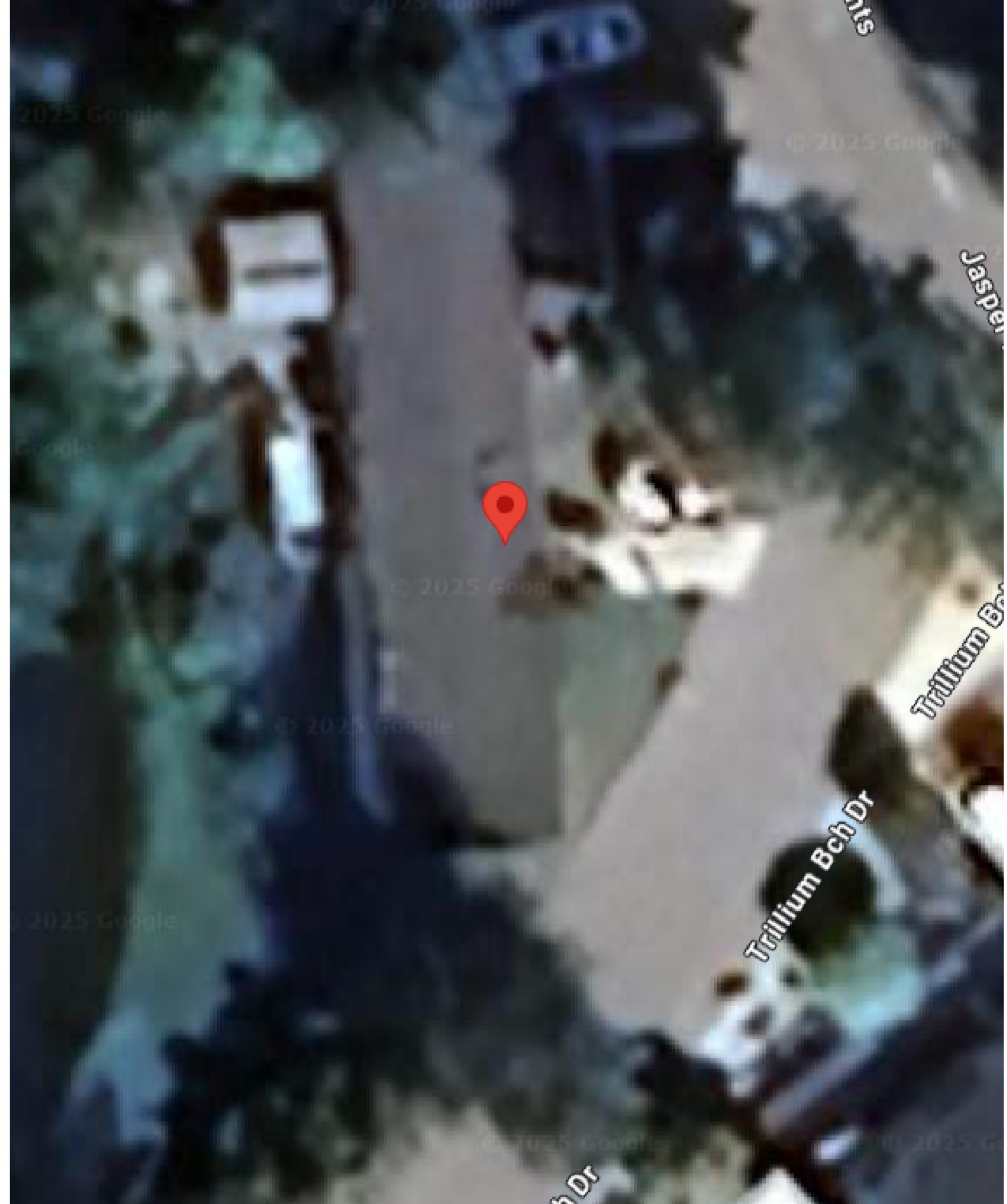
Note:
 O.A.=Overall
 typ.=Typical
 *All Dimensions in inches.



REAR / NON-WIN. SIDE VIEWS



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March 27, 2025

Via email

Lynne Banks
Township of Puslinch
7404 County Road 34
Puslinch, Ontario, N0B 2J0

Dear Lynne Banks,

Re: Minor Variance Application
68 Jasper Heights PV, Puslinch
Eric Wimalasekera

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted Minor Variance Application to permit a reduced front yard setback of 1.6 m for an existing shed instead of 2 meters as required..

Recommendation

The GRCA has no objection to the proposed minor variance application.

Documents Reviewed by Staff

Staff have reviewed the following documents submitted with this application:

- Application Form
- Minor Variance Sketch (no name or date provided)

GRCA Comments

GRCA staff have reviewed this application under the Mandatory Programs and Services Regulation (Ontario Regulation 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS, 2024), as a regulatory authority under Ontario Regulation 41/24 and as a public body under the *Planning Act* as per our CA Board approved policies.

Information available at our office indicates that a portion of the property contains a regulated waterbody (pond) adjacent to a wetland and its regulated area. A copy of GRCA's resource mapping is attached to this letter.

Due to the presence of the features noted above, the majority the subject property is regulated by the GRCA under Ontario Regulation 41/24 – Prohibited Activities, Exemptions and Permits Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

Based on our review of the materials, it appears that the proposed development is located outside of the natural hazard feature and the associated regulated area. From our review, we believe that the proposed minor variance would not impact the natural hazards and as such, we have no objection to the proposal.

This application is considered a 'minor' minor variance application. Consistent with the GRCA's approved 2023-2025 plan review fee schedule, the applicant will be invoiced in the amount of \$300 for the GRCA's review of this application.

Should you have any questions, please contact Ismet Esgin Zorlu (Resource Planner) at 519-621-2761 extension 2231 or iezorlu@grandriver.ca

Sincerely,



Chris Foster- Perigelly
Supervisor of Planning and Regulations
Grand River Conservation Authority

Enclosed: GRCA Mapping

Copy: Eric Wimalasekera, owner(via email)



Legend

- Regulation Limit (GRCA)
- Floodplain (GRCA)**
 - Engineered
 - Estimated
 - Approximate
 - Floodplain - Special Policy Area (GRCA)
- Slope Erosion (GRCA)**
 - Steep
 - Oversteep
 - Toe
- Slope Valley (GRCA)**
 - Steep
 - Oversteep
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel - Assessment (MPAC/MNRF)
- Conservation Area Boundary (GRCA)

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COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT
Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR
TEL: (519) 837-2600
FAX: (519) 823-1694
1-800-663-0750

ADMINISTRATION CENTRE
74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

March 27th, 2025

BY E-MAIL

Lynne Banks, Secretary-Treasurer
Committee of Adjustment
Township of Puslinch
7404 Wellington Rd 34
Puslinch, ON N0B 2J0

Dear Ms. Banks:

**Re: Proposed Minor Variance – D13/WIM
Eric Wimalasekera
68 Jasper Heights PV
Township of Puslinch**

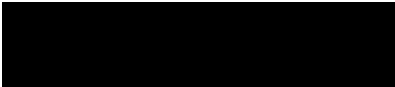
Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that the following relief is being requested from Zoning By-law No. 023-18:

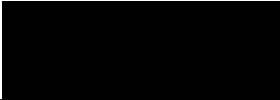
- Section 14, Table 14.1: To permit a reduced front yard setback of 1.6 metres for an existing shed, whereas 2 metres is required.

The subject lands are designated Greenlands and subject to Puslinch Local Policy PA7-6 which permits the existing adult lifestyle community including dwellings and other recreational facilities. The Greenlands feature is Environmentally Sensitive Area (ESA). Planning staff note that this relief is for an existing accessory building/structure that is located within the minimum front yard setback.

Section 5.5.5 of the Official Plan requires that ESAs will be protected from development or site alterations that would negatively impact them or their ecological functions. The comments of Grand River Conservation Authority should be considered by the Township. Provided Township staff are satisfied that the requirements of section 5.5.5 are met and any concerns of the GRCA are addressed planning staff have no concerns with the proposed minor variance application. I trust that these comments will be of assistance to the Committee. We would appreciate a copy of the Committee's decision with respect to this application.

Yours truly,


Thomas Freeman RPP MCIP
Planner


Joanna Henderson RPP MCIP
Senior Planner

From: [Source Water](#)
Sent on: March 25, 2025 2:06:21 PM
To: [Lynne Banks](#)
CC: [Source Water](#)
Subject: RE: Notice of Public Meeting - 68 Jasper Heights PV - Wimalasekera

This sender is trusted.

Hi Lynne,
CloudPermit is not letting me put my comments in on their system, there is no comment button like normal (see screenshot)

Requested	Puslinch - County of Wellington Source Water Source Water	2025-03-18, 9:28 a.m. by Lynne Banks	2025-03-27
Request description			Visibility Authorities and all stakeholders
Minor Variance application and supporting documents for your review and comments. Please provide comments by April 27, 2025. Thanks.			

However, we have no concerns and a S.59 Notice is not required for this application.
Please let me know if you have any questions.

Thanks,
Kim

From: Lynne Banks <lbanks@puslinch.ca>
Sent: March 24, 2025 3:33 PM
To: Lynne Banks <lbanks@puslinch.ca>
Cc: Planning <planning@puslinch.ca>
Subject: Notice of Public Meeting - 68 Jasper Heights PV - Wimalasekera

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Attached please find a Notice of Public hearing with respect to a minor variance application for the above property, for your review and comments. Please provide any comments by March 27, 2025.



Lynne Banks
Development and Legislative Coordinator
Township of Puslinch
7404 Wellington Rd 34, Puslinch ON N0B 2J0
519-763-1226 ext. 226 Fax 519-736-5846 www.puslinch.ca

Wimalasekera - Comments received to date

Public Works – no comments

Fire – no comments

By-law – no comments

Sourcewater – we have no concerns and a s. 59 Notice is not required for this application.

Building - For this application, it would be appropriate to provide an as-built survey to accurately determine the distance to the front property line. Other than that, I have no concerns from a building code perspective regarding this minor variance application.

We have received a permit application for this project and have provided technical comments in response to that application.