



Heritage Committee
Monday October 1, 2018
7:00 p.m.
Council Chambers, Aberfoyle

AGENDA

1. Call Meeting to Order
2. Disclosure of Pecuniary Interest
3. Opening Remarks
4. Approval of Minutes – June 4, 2018
5. Regular Business
 - 5.1. Criteria and Guidelines for Heritage Impact Assessments: Review for adoption (see attachment in June 4 agenda package)
 - 5.2 Summer Field Visit Report
 - 5.3 Plaques and plaquing program
 - 5.4 Update on municipal register review
 - 5.5 Heritage Committee Annual Report to Council
 - 5.6 Puslinch Pioneer Articles
 - 5.7 2019 Summer Student - Base Budget Request
 - 5.8 Outreach
 - 5.9 Municipal Election
 - 5.10 Zoning By-law Amendments for Comment
 - Davis D13/DAV – 47687 Wellington Road 32
 - No Heritage comments
 - Prior D13/PRI – 48 Bridle Path
 - No Heritage comments
 - 5.11 Information Items
 - (a) Puslinch Historical Society
 - (b) Logo and Brand Steering Committee



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- (c) Puslinch Barns
- (d) Heritage Correspondence

5.10 2018 Schedule

Monday November 5th – **to reschedule** in December 3rd at 7:00 p.m.

2019 Schedule of Meetings:

Monday February 4th
Monday June 3rd
Monday October 7th

6. Adjournment



Heritage Committee
Monday June 4, 2018
7:00 p.m.
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT

Mary Tivy – Chair
Barb Jefferson
John Levak
John Arnold
Councillor Matthew Bulmer

TOWNSHIP STAFF

Kelly Patzer – Development & Legislative Coordinator

1. CALL TO ORDER

The meeting was called to order at 10:00 a.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None

3. OPENING REMARKS

Mary Tivy made opening remarks noting the items on the agenda for the evening.

4. APPROVAL/ADOPTION OF MINUTES

Moved by: John Arnold, Seconded by: John Levak

That the minutes of the Heritage Committee meeting dated February 5, 2018 be adopted.

CARRIED

1. BUSINESS ARISING OUT OF MINUTES

- None

5. UPDATE on FIELD VISITS

- When Heritage list is completed and approved, next step is to consider cemeteries on the list

6. REGULAR BUSINESS

1. 2018 HERITAGE DAY REPORT

- John Levak attended the GRCA Heritage Day, February 16 and provided a summary
- The theme was "Heritage Makes \$ense" and topics included cultural heritage landscape studies, film and built heritage assets, the Grand River's Canadian Heritage River designation and the costs of heritage renovations. The keynote speaker was Greg McMaster who has worked as a location manager on numerous film and tv shows.
- Development trends are to look at the bigger picture & make new construction fit into the heritage landscape of the area

2. CRITERIA AND GUIDELINES FOR HERITAGE IMPACT ASSESSMENTS

- City of Waterloo has developed a Terms of Reference of Heritage Impact Assessments – Puslinch to adopt and adapt the Waterloo Terms of Reference for HIA to meet Puslinch needs
3. UPDATE ON MUNICIPAL REGISTER REVIEW
 - Mary to send her final review to Kelly.
 - Kelly to have Heritage List completed prior to October 1st meeting
 4. ANNUAL REPORT TO COUNCIL
 - Mary to add Ottawa Report
 - Acknowledge work completed to date
 - Worked through the first HIA submitted to the Township that led us to develop Terms of Reference for future HIA reviews
 - Committee appreciates council support
 - Consider implementing the Heritage Conservation Initiatives as identified in the Township's Community Improvement Plan
 5. PLAGUING PROGRAM
 - Black paint on bronze plaques has flaked off; natural aging process
 - Plaques become proprietary to the homes they are placed on and a homeowner can repaint if desired
 - Determine how many plaques remain
 - Fred Mink and John Gilmour have the plaque mold; Township should also have the mold
 - In the future should any plaques be painted?
 6. 2018 WORK PLAN
 - Finish Municipal Register – Kelly for October 1st meeting
 - HIA Terms of Reference – Draft to make any amendments then adopt then at December meeting – Committee
 7. SCHEDULE OF MEETING
 - Monday November 5th – reschedule to December 3 at 7 p.m.
 - Committee requests daytime meetings at 10 a.m. for 2019
 8. ZONING AMENDMENTS FOR COMMENT
 - D14/ODE – O'Dell Engineering, 6615 Concession 1 Road
 - No Heritage comments

7. INFORMATION ITEMS

1. COMMITTEE MEMBERSHIPS
 - committee memberships are appointed after the 2018 Municipal election.
2. CANADA DAY EXHIBIT AND OUTREACH
 - Mary attending; support needed for outreach items and events
3. PUSLINCH PIONEER ARTICLES
 - Monthly deadlines
4. PUSLINCH HISTORICAL SOCIETY
 - June 23 – History of Businesses & Industries in Puslinch – Book Launch at the Library
5. 2019 SUMMER STUDENT
 - Items for student to complete could be website update, Township system Prinsys update, GIS mapping of properties, scanning the books and getting them on the website

8. ADJOURNMENT

The meeting adjourned at 12:20 p.m.

9. NEXT MEETING

October 1st @ 7 p.m.

**TOWNSHIP OF PUSLINCH
2019 OPERATING BUDGET**

2019 REQUESTED BASE BUDGET INCREASES

Department _____

Priority

1 - Purpose of Expenditure

2 - Need

3 - Benefit of the Investment

4 - Risk Assessment

5 - Financial Impact

One-time request for 2019 Budget only?

Revenues Earned/Reserves Utilized

	Revenues	Reserves	Balance in Reserves (as applicable)
	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Revenues/Reserves	\$0	\$0	\$0

Expenses Incurred

	<input type="text"/>
Total Expenses	\$0

Net Expense/(Revenue) \$0

Furniture/Fixtures Required for new staff?	<input type="text"/>
Computer Required for new staff?	<input type="text"/>
Fleet Vehicle Required for new staff?	<input type="text"/>



The Corporation of
The Township of Puslinch
7404 Wellington Rd. 34
Puslinch, ON N0B 2J0
(Tel) 519-763-1226
(Fax) 519-763-5846
lbanks@puslinch.ca

COMMITTEE OF ADJUSTMENT

NOTICE OF PUBLIC HEARING

MINOR VARIANCE APPLICATION #D13/DAV

Please take note that under Section 45(1), of the *Planning Act*, the Committee of Adjustment of the Township of Puslinch will hear the application of:

Name of Owner(s): Tim Davis and Laura Davis

Location: 4767 Wellington Rd 32,
Part Lot 14, Concession 3
Township of Puslinch, County of Wellington

Meeting Place: Council Chambers
Township of Puslinch Municipal Office
7404 Wellington Road 34

Date: 7:00 p.m. Tuesday October 9, 2018

Zone Requirements: Comprehensive Zoning By-law 19/85, as amended:

Section of By-law	Requirements	Proposed
Section 3(i) (c) Accessory Uses requirements	No accessory building or structure in any zone shall exceed five metres in height	Requesting a 0.3 metre relief for proposed accessory structure height. For a total accessory structure height of 5.3m.
Section 3(i)(b) Accessory Uses requirements	The total lot coverage of all accessory buildings or structures on a lot shall not exceed five per cent of the lot area of the said lot.	Maximum allowed of coverage 2797 ft ² proposed accessory structure is 2800 ft ² . Requesting relief of 3.0 ft ² over the five percent maximum lot coverage, being 5.03 per cent.

An aerial map and site sketch is included below as part of this notice.

This is a Public Hearing and if you are aware of any persons interested or affected by this application and who have not received a copy of this notice, you are hereby requested to inform them. Any person may attend the Public Hearing to make a verbal presentation in support of or in opposition to the proposed variance. Additional information regarding this application is available to the public prior to the Hearing and may be obtained by contacting the Township during normal working hours. If you wish to submit written comments on this application, you are requested to forward such comments to the Secretary-Treasurer of the Committee at the address shown above prior to the Hearing or you may e-mail your comments to: lbanks@puslinch.ca. Please be advised that since this is a public process, any written comments will be provided to the applicant.

The applicant, or his agent, is requested to attend the Hearing of this application. In the event the applicant/agent does not attend, the Committee may defer the application to a future meeting or the application may be considered without any further input from the applicant or his agent.

WHERE THE SUBJECT PROPERTY IS WITHIN 60 METRES OF AN APPROVED PLAN OF SUBDIVISION OR CONDOMINIUM AND NOTICE HAS BEEN PROVIDED TO THE OWNER, THE TOWN REQUESTS THAT ALL PROSPECTIVE PURCHASERS WHO MAY BE AFFECTED BE NOTIFIED OF THIS APPLICATION.

If you wish to be notified of the Decision of the Township of Puslinch Committee of Adjustment in respect of this application, you must submit a written request to the Secretary-Treasurer of the Committee of Adjustment. This will also entitle you to be advised of any Local Planning Appeal Tribunal (LPAT) Hearing. Even if you are the successful party, you should request a copy of the decision, as the Committee of Adjustment decision may be appealed to the Local Planning Appeal Tribunal (LPAT) by the applicant or another member of the public.

To appeal the decision to the Local Planning Appeal Tribunal, send a letter to the Secretary-Treasurer of the Township of Puslinch Committee of Adjustment outlining the reasons for the appeal. You must enclose the appeal fee of \$300 for each application appealed, paid by cheque made payable to the Ontario Minister of Finance.

For more information about this matter, contact:
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0
www.puslinch.ca

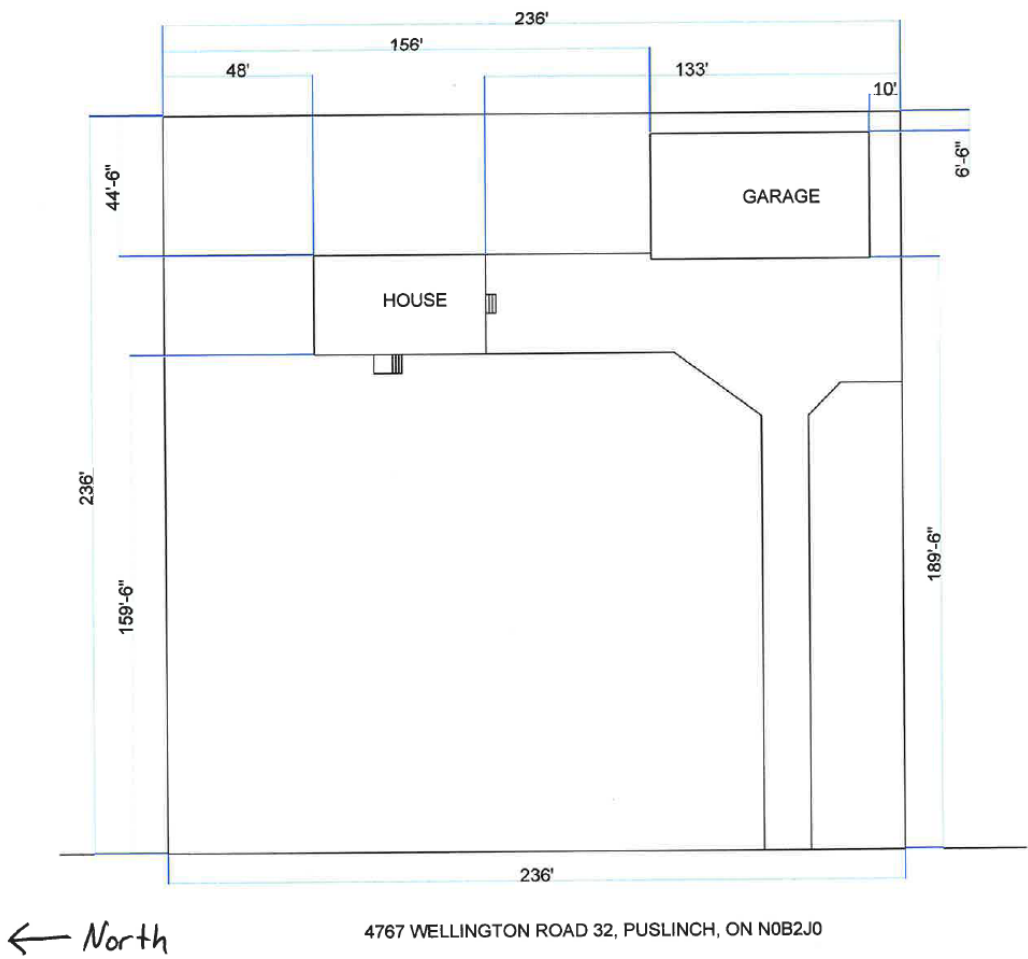
Lynne Banks
Secretary-Treasurer, Township of Puslinch

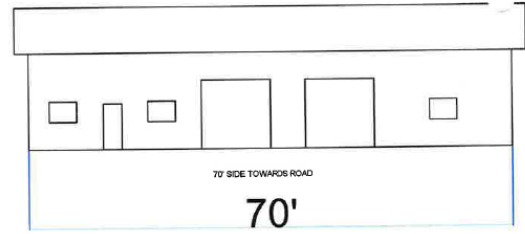
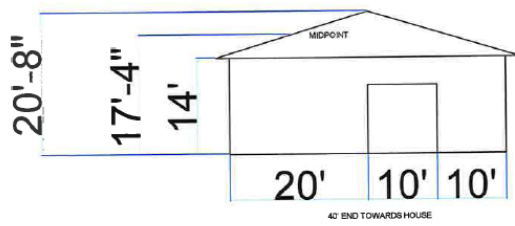
DATED: September 17, 2018

Aerial: 4767 Wellington Rd 32



Sketch:





OTHER SIDES NOT SHOWN - NO DOORS
OR WINDOWS



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COMMITTEE OF ADJUSTMENT NOTICE OF PUBLIC HEARING

MINOR VARIANCE APPLICATION #D13/PRI

Please take note that under Section 45(1), of the *Planning Act*, the Committee of Adjustment of the Township of Puslinch will hear the application of:

Name of Owner(s): Frederick Prior

Location: 48 Bridle Path,
Part Lot 16, Registered Plan 604
Township of Puslinch, County of Wellington

Meeting Place: Council Chambers
Township of Puslinch Municipal Office
7404 Wellington Road 34

Date: 7:00 p.m. Tuesday October 9, 2018

Zone Requirements: Comprehensive Zoning By-law 19/85, as amended:

To permit a reduced lot frontage on the proposed severed parcel to be 43m instead of 50.0m as required in Section 9(3)(b) of the Zoning Bylaw

Section of By-law	Requirements	Proposed
Section 9(3)(b) Zone Requirements	No person shall use land or erect, alter or use any buildings or structures within an Estate Residential Type 2 (ER2) Zone, except in accordance with the following provisions: (a) LOT AREA (MINIMUM) - 0.4 ha (b) LOT FRONTAGE (MINIMUM) - 50 m	Requesting to permit a reduced lot frontage on the proposed severed parcel to be 43m instead of 50.0m as required.

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This is a Public Hearing and if you are aware of any persons interested or affected by this application and who have not received a copy of this notice, you are hereby requested to inform them. Any person may attend the Public Hearing to make a verbal presentation in support of or in opposition to the proposed variance. Additional information regarding this application is available to the public prior to the Hearing and may be obtained by contacting the Township during normal working hours. If you wish to submit written comments on this application, you are requested to forward such comments to the Secretary-Treasurer of the Committee at the address shown above prior to the Hearing or you may e-mail your comments to: lbanks@puslinch.ca. Please be advised that since this is a public process, any written comments will be provided to the applicant.

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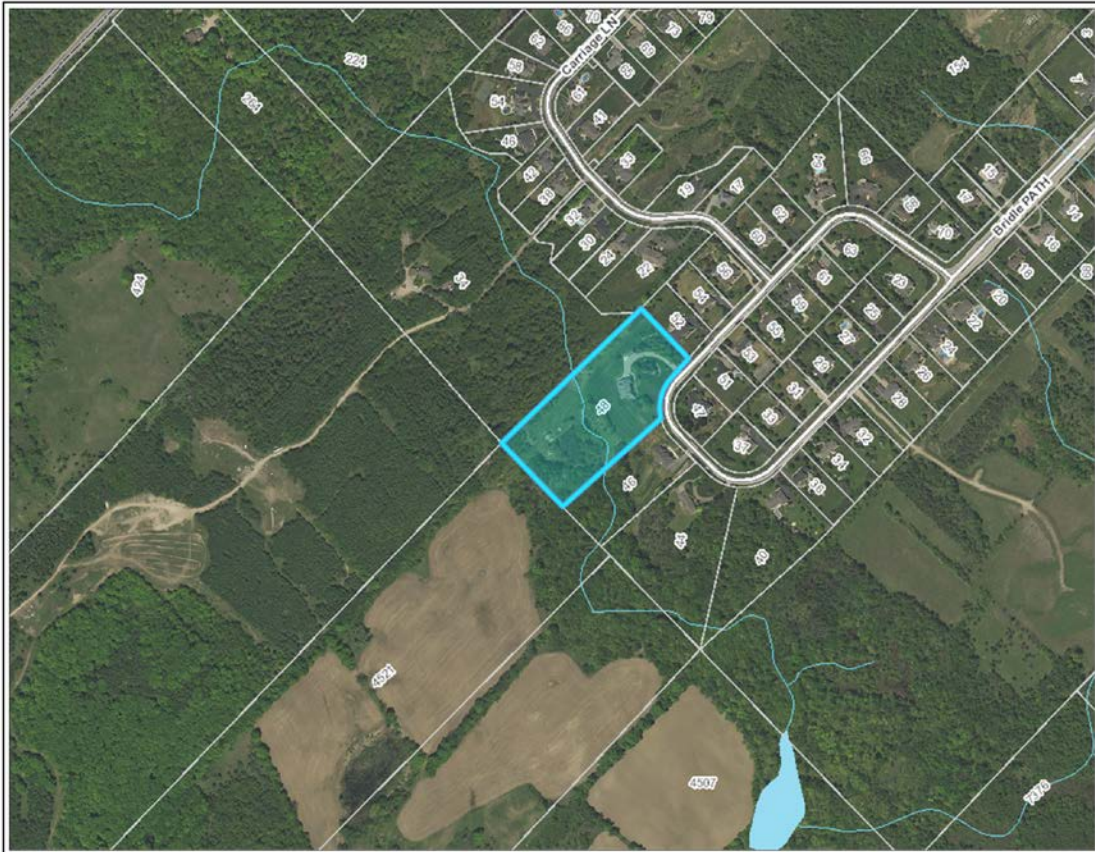
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Puslinch, ON N0B 2J0

(Tel) 519-763-1226
(Fax) 519-763-5846

Lynne Banks
Secretary-Treasurer, Township of Puslinch

DATED: September 17, 2018

Aerial: 48 Bridal Path



Sketch:

