



## **REPORT PD-2016-008**

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### INFORMATION REPORT

FROM: Kelly Patzer, Development Coordinator

DATE: March 2, 2016

SUBJECT: Public Meeting - Rezoning Application, File D14/COL  
Brad Coles and Sharon Kroetsch, Part Lot 8, Concession 2  
Municipally known as 6691 Ellis Road, Township of Puslinch.

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### **BACKGROUND:**

#### **1. Purpose of Report**

This report is to provide an outline to Council and the Public of application D14/COL and the review completed to date, in advance of the Public Meeting being held Thursday March 3, 2016 at 7:15 p.m. regarding the Zoning By-law Amendment on the lands located at 6691 Ellis Road, Township of Puslinch.

#### **2. Application**

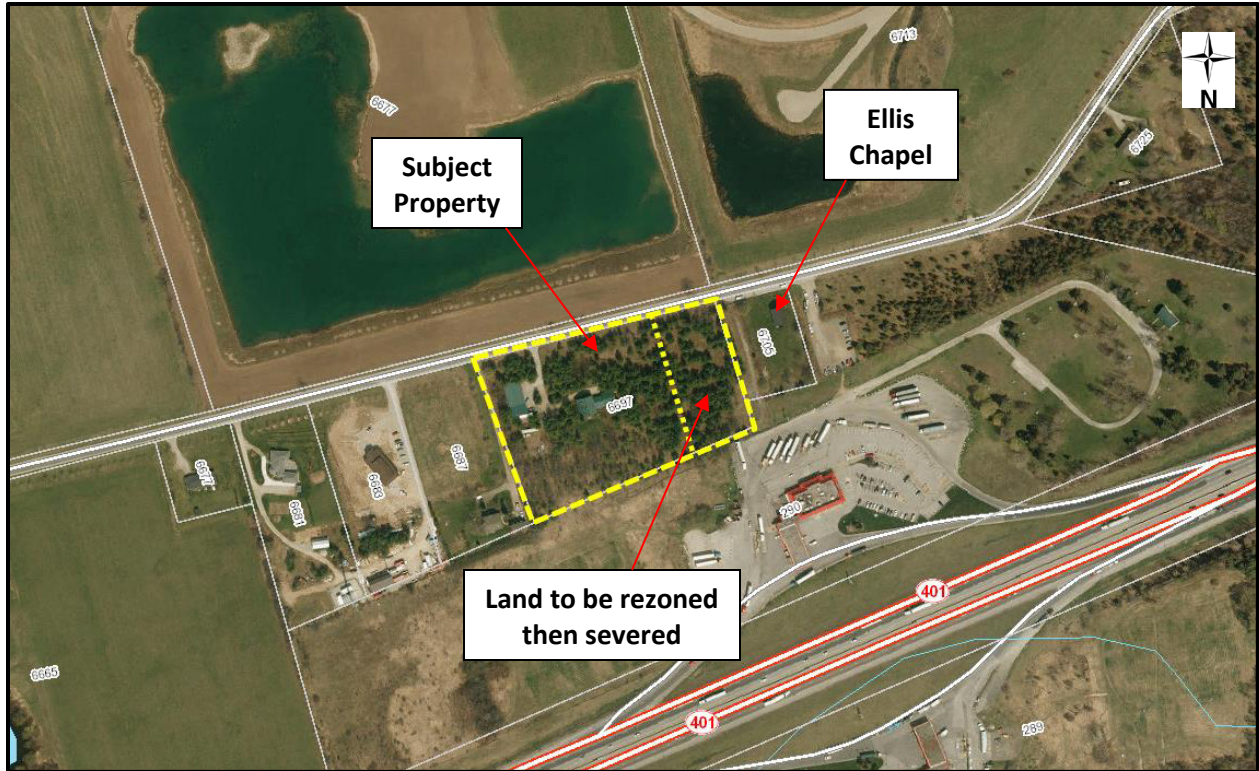
An application has been submitted to rezone a portion of the subject property to a site specific zone to permit the construction and operation of a small scale commercial label making business, including an administration office and workshop. The rezoned lands would subsequently be severed from the remaining rural residential lands that are zoned Agricultural (A).

A Planning Justification report prepared by Stantec, attached, has been submitted as part of the application package.

#### **3. Location & Site Characteristics**

The subject site, municipally known as 6691 Ellis Road, contains a single detached dwelling and the home occupation label making business that currently operates out of an accessory building.

The abutting land uses include the Highway 401 service centre to the south, Ellis Chapel to the east, rural residential parcels to the west and agricultural lands to the north.



## **APPLICATION CHRONOLOGY:**

### **1. Township of Puslinch Zoning Application:**

The application was submitted and deemed complete October 26<sup>th</sup>, 2015.

### **2. Notice:**

November 23, 2015: Notice of a Complete Application was mailed to required agencies and property owners within 120 metres of the subject property and a notice sign has been placed on the subject property.

December 8, 2015: Application presented for comment at the Planning Development and Advisory Committee.

February 12, 2016: Notice of a Public Meeting was published in The Wellington Advertiser and circulated to required agencies and property owners within 120 metres of the subject property.

March 3, 2016: Public Meeting to be held at the Township of Puslinch.

### **3. Staff, Agency & Public Circulation Comments:**

The zoning application was circulated for review to the Township's consultants and external agencies for comments. The County of Wellington Planning report detailing the

proposed rezoning is attached. The agent has since responded to the Township/agency/peer review consultant summary of comments outlined in the County of Wellington Planning report. GWS Ecological Forestry Services and Harden Environmental Services have indicated that their outstanding concerns have been satisfactorily addressed. The Planning & Development Advisory Committee notes support of the rezoning application.

The Puslinch Heritage Committee commented that the location of the driveway may hinder activity at the Ellis Chapel and it would be beneficial to increase the landscape buffer between the subject property and Ellis Chapel.

The Township has not received any written comments from the public in support of or against the rezoning application.

### **APPLICABLE LEGISLATION & REQUIREMENTS:**

#### **1. County of Wellington Official Plan**

Schedule A7 (Puslinch) of the Official Plan designates the property as Secondary Agricultural.

#### **2. Township of Puslinch Zoning By-Law**

The subject lands are zoned Agricultural (A) Zone. Permitted uses include single detached dwellings and agricultural uses. Home occupations are permitted as an accessory use to a single family dwelling. The property is subject to an approved minor variance that permits the existing home occupation to have 3 employees who do not reside in the dwelling on the property.

### **CONCLUSION:**

Once all relevant information, reports and comments have been reviewed and completed, a final Recommendation Report will be brought forward to Council with any required proposed amending By-law which will summarize all agency and public comments and assess the merits of the application.

### **ATTACHMENTS:**

Attachment "A" - County of Wellington Planning Report

Attachment "B" – Planning Justification Report prepared by Stantec

## Attachment 'A' - County of Wellington Planning Report



### PLANNING REPORT for the TOWNSHIP OF PUSLINCH

Prepared by the County of Wellington Planning and Development Department

**DATE:** January 15, 2016  
**TO:** Kelly Patzer, Development Coordinator  
Township of Puslinch  
**FROM:** Sarah Wilhelm, Senior Planner  
County of Wellington  
**SUBJECT:** **FIRST CIRCULATION D14/COL (Brad Coles – Label It!)**  
**Zoning By-law Amendment**  
**6691 Ellis Road, Puslinch**

#### SUMMARY

This zoning by-law amendment application was deemed complete and circulated by the Township. A public meeting has not yet been scheduled. The purpose of this report is to provide our preliminary comments concerning the application materials submitted by the applicant's agent (Jacqueline Hannemann, Stantec). There were no comments or concerns identified by the public. The main issues of our review are compatibility with Ellis Chapel and lot size.

#### INTRODUCTION

The land subject to the proposed zoning by-law amendment (Application D14/COL) is bounded by Ellis Road to the north, the Highway 401 service centre to the south, Ellis Chapel to the east and a rural residential property to the west (see Figure 1 and 2). The property is legally described as Front Part Lot 8, Concession 2 and municipally known as 6691 Ellis Road.

#### PROPOSAL

The purpose of the proposed zoning by-law amendment is rezone a portion of the subject property to allow for a small scale commercial label-making business which would produce fabric labels, decals, stickers, etc. Up to 10 employees are proposed within a new 4,000 m<sup>2</sup> commercial building at the eastern edge of the property. Access would be from an existing gravel driveway which was previously used by McDonald's employees.

The business has been operated as a home occupation out of an accessory structure west of the dwelling on the property. In 2006, the applicant obtained minor variance approval (A4/06) to increase the allowable number of employees for a home occupation who do not reside in the dwelling from one to three. Upon relocation of the business, the applicant would like to maintain the accessory building for personal use.

In support of the rezoning application, the proponent has filed the following information:

- Planning Justification Report
- Functional Servicing Report

**Figure 1** Property Location



**Figure 2** Panoramic View of Site and Surroundings



## ELLIS CHAPEL

The iconic Ellis Pioneer Chapel is located immediately west of the subject property. Built in 1861, the Chapel is over 150 years old.

**Figure 3** Ellis Pioneer Chapel



There is a plaque on the site by the Archaeological and Historic Sites Board of Ontario, which states:

### The Settlement of Puslinch

Originally known as the Church Lands, Puslinch Township was named by the Lieutenant-Governor of Upper Canada, Sir John Colborne, after Puslinch his wife's birthplace in Devon, England. Extensive settlement followed the land surveys made by David Gibson between 1828 and 1832. Edward Ellis, who had settled in Puslinch in 1839 donated one acre of his land to the Trustees of the Stirling Congregation of the Wesleyan Methodist Church. The Ellis Chapel was erected on this site in 1861 through devoted community effort and for many years church services and a non-denominational Sunday school were held here. It remains today a monument to the pioneers of Puslinch Township.

The Provincial Plaque Program is now administered under the Ontario Heritage Trust, an agency of the Ministry of Tourism, Culture and Sport. The plaques tell stories of the people, places and events that helped shape the province, but are not a designation under the Ontario Heritage Act.

## **PROVINCIAL PLANNING POLICY**

The Provincial Growth Plan (Places to Grow) provides for development in Rural Areas such as the Secondary Agricultural areas of Puslinch for rural land uses that cannot be located in settlement areas. According to Section 1.1.5.4 of the Provincial Policy Statement (2014) development that is compatible with the rural landscape and can be sustained by rural service levels should be promoted.

With respect to the Ellis Chapel, section 6.2.3 of the PPS states that:

“Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development has been evaluated and it has been demonstrated that the heritage attributes of the protected heritage property will be conserved.”

A “protected heritage property” is defined by the PPS as:

- designated under Parts IV, V or VI of the Ontario Heritage Act,
- part of a heritage conservation easement under Parts II or IV of the Ontario Heritage Act,
- identified as a provincial heritage property (a property with cultural heritage value or interest that is owned or controlled by the Province),
- protected under federal legislation and UNESCO World Heritage Sites.

The Ellis Chapel does not meet the PPS definition of a “protected heritage property”. Notwithstanding the above, during preconsultation the applicant was asked to address how the development will be compatible with the adjacent Ellis Chapel.

## **COUNTY OFFICIAL PLAN**

According to Schedule A7 of the Official Plan (Puslinch), the property is designated SECONDARY AGRICULTURAL. In Secondary Agricultural areas permitted uses and activities may include small scale commercial, industrial and institutional uses subject to the following criteria (Section 6.5.4):

- a) Appropriate sewage and water systems can be established;
- b) The proposed use is compatible with surrounding uses;
- c) The use requires a non-urban location due to:
  - Market requirements;
  - Land requirements;
  - Compatibility issues.
- d) The use will not hinder or preclude the potential for agriculture or mineral aggregate operations;
- e) The use will be small scale and take place on one lot and large scale proposals or proposals involving more than one lot will require an official plan amendment.

Item b) dealing with compatibility with surrounding uses pertains to the Ellis Chapel. There is a brief section in the Planning Justification report dealing with the Ellis Chapel.

The Planning Justification failed to address item c) above.

**PUBLIC AND AGENCY COMMENTS**

At the time of writing this report, we have no comments from neighbouring property owners. The Township has provided us with the following comments.

Township/Agency/Peer Review Consultant	Summary
PDAC	<ul style="list-style-type: none"> <li>• Previous minor variance for additional employees for home occupation on retained parcel is no longer required</li> <li>• PDAC supports rezoning application</li> </ul>
Building Services	<ul style="list-style-type: none"> <li>• No objection</li> <li>• Site Plan control will apply</li> </ul>
Fire	<ul style="list-style-type: none"> <li>• Please consider 1.3.2.5.7 A OBC if applicable, concerning fire lane width and turn around area</li> </ul>
Greg Scheifele, GWS Ecological & Forestry Services (Greg Scheifele)	<ul style="list-style-type: none"> <li>• No concerns at the rezoning stage, but is concerned with tree protection during severance and Site Plan review process</li> <li>• Tree Management and Preservation Plan still required, but can be deferred to the Site Plan stage</li> </ul>
Harden Environmental Services Ltd. (Stan Denhoed)	<ul style="list-style-type: none"> <li>• No concerns with water supply</li> <li>• Need confirmation that the present Label It! home-based operation will cease</li> <li>• Concerns if the rezoning allows for other buildings on the property such as a residential dwelling</li> </ul>
GM BluePlan Engineering	<ul style="list-style-type: none"> <li>• No comments on rezoning</li> <li>• Advisory comments on future site plan application</li> </ul>

It is our understanding that Heritage Committee comments will be available after their meeting of February 2, 2016.

**TOWNSHIP ZONING BY-LAW**

According to Schedule ‘A’ of Zoning By-law 19/85, the subject property is zoned Agricultural (A). According to the Planning Justification Report, this rezoning request would amend an approximately 0.4 ha (1 ac) portion of the property to allow for a small scale commercial building with administration office and workshop, with a minimum of 10 parking spaces. We note that a 0.8 ha (2 ac) future severance is proposed to separate the new commercial use from the retained rural residential parcel. We question the need for a lot of that size, given the 1 ac area to be rezoned for the proposed commercial use.

We would normally recommend that a maximum building size be included in the site-specific provisions so that the scale of the business is clearly limited. We would also recommend that outdoor storage is clearly prohibited within an amending by-law.

The applicant has requested a 10 parking space minimum. Service trade parking is normally provided at a rate of 1 parking space per 100 square metres of net floor area and office parking is normally provided at a rate of 1 parking space per 40 square metres of net floor area. Barrier free parking would also be required.



In terms of buffering adjacent to the Ellis Chapel site, we would recommend a 3.0 m wide buffer area between the property line and the edge of the driveway which provides a combination of landscaping and a privacy fence designed to have an ultimate height of not less than 2 m at the property line. We would also recommend provisions in the amending by-law to tie down the ultimate location of the proposed building which minimizes impact on the Ellis Chapel. The Planning Justification notes that the new building “will be designed to be compatible with the rural character of the surrounding area”. We will expect details demonstrating this at the time of Site Plan review.

In 2006, the applicant obtained minor variance approval (A4/06) to increase the allowable number of employees for a home occupation who do not reside in the dwelling from one to three. Consideration may need to be given to ensuring that this minor variance approval would not carry with the balance of the property if the business is separated from the dwelling and accessory building. One solution would be to add a site-specific provision to the balance of the property to clarify that only one employee would be permitted who do not reside in the dwelling if a new home occupation is established.

#### **MATTERS TO BE ADDRESSED BY THE APPLICANT**

The applicant’s agent should address:

- How the development will address compatibility with Ellis Chapel, including method(s) of buffering the development from the Chapel (we would recommend a 3.0 m wide landscape buffer area along the east property line;
- Why the use requires a non-urban location, as laid out in Section 6.5.4(c) of the Official Plan;
- A maximum building height;
- Whether additional buildings are proposed as part of the commercial use or on the balance of the property;
- Reduction in size of the proposed lot to the area to be devoted to the proposed commercial use.

#### **NEXT STEPS**

The Township could now proceed to schedule a public meeting for this application. Materials associated with the application should be available to the public at the Township’s office prior to the public meeting date. Following the public meeting Township Council may further consider the applicant’s response to any matters raised at the public meeting and the technical comments and concerns already raised by review agencies and the Township’s peer review consultants. Our planning recommendations will be provided following the public meeting and resolution of outstanding issues.

Respectfully submitted  
County of Wellington Planning and Development Department



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Sarah Wilhelm, BES, MCIP, RPP  
Senior Planner

# **Attachment 'B' - Planning Justification Report**

## **6691 Ellis Road, Puslinch – Label It! Planning Justification Report**

Zoning By-Law Amendment  
Application



Prepared for:  
Brad Coles,  
Owner - Label It!

Prepared by:  
Jacqueline Hannemann, MCIP,  
RPP

October 23, 2015  
FINAL REPORT

## Sign-off Sheet

This document entitled 6691 Ellis Road, Puslinch – Label It! Planning Justification Report was prepared by Stantec Consulting Ltd. ("Stantec") for the account of Mr. Brad Coles (the "Client"). Any reliance on this document by any third party is strictly prohibited. The material in it reflects Stantec's professional judgment in light of information available to it at the time of preparation. Any use which a third party makes of this document is the responsibility of such third party. Such third party agrees that Stantec shall not be responsible for costs or damages of any kind, if any, suffered by it or any other third party as a result of decisions made or actions taken based on this document.

Prepared by *JHannemann*  
(signature)

**Jacqueline Hannemann, MCIP, RPP**

Reviewed by *Douglas W. Stewart*  
(signature)

**Douglas W. Stewart, MCIP, RPP**

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Appendix A - Functional Servicing Report Entitled “*Functional Servicing Report Proposed Lot Severance 6691 Ellis Road, Part Lot 8, Concession 2, Township of Puslinch, Ontario*” prepared by Van Harten Surveying Inc.

October 23, 2015

## 1.0 INTRODUCTION

This Planning Justification Report has been prepared in support of the Zone Change Application submitted to the Township of Puslinch on behalf of Mr. Brad Coles, the owner of the subject property located at 6691 Ellis Road, Township of Puslinch. It is the intention of the Client to obtain zone change approval on the lands to permit a label making business and subsequently apply for a property severance to create a separate lot for the relocation of his business from the residence.

This Report outlines the specific proposal, a review and analysis of pertinent planning policies and relevant issues and provides a Professional Planning Opinion and recommendation related to the requested amendment to the Township of Puslinch Zoning By-Law.

### 1.1 LOCATIONAL CONTEXT

Mr. Brad Coles owns the property municipally known as 6691 Ellis Road, Township of Puslinch. The property is approximately 2.4 ha in size. Please refer to Figure 1 – Site Location.



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## **1.2 SURROUNDING LAND USES**

The property is bounded by an existing Chapel (Ellis Chapel) to the east, existing residence to the west, Ellis Road to the north and the Ministry of Transportation (MTO) Highway Service Centre to the south.

## **1.3 EXISTING CONDITIONS**

The property is currently developed with one single detached residence and one commercial building which is utilized for a small scale local label making business called Label It!. The business produces labels (fabric labels, decals, stickers etc.) to customer specifications. The business use has continued on the property since the owner purchased the property in 1997 and has approximately 5 employees.

The property currently has a gravel laneway that runs from Ellis Road to the rear property line and small gravel parking area that lies at the edge of the property. The laneway was previously used by former McDonald's employees. The laneway is no longer used to access the MTO Highway Service Centre and has been fenced off to avoid access and through traffic.

## **1.4 PRE-CONSULTATION MEETING**

A Pre-Consultation Meeting to discuss the proposed Zoning By-Law Amendment and future severance of the property was held at the Township of Puslinch's municipal offices on March 5, 2015. Through the Pre-Consultation process the following reports/studies were deemed necessary to complete and submit to the Township in order to fulfil the requirements for a complete Zoning By-Law Amendment Application:

- Complete Application Form.
- A cheque in the Amount of \$2,000 for the required Township Zoning By-Law Amendment Fee.
- Letter of Authorization, allowing Stantec to act on behalf of the property owner in regards to the Zoning By-Law Amendment request.
- A Functioning Servicing Report demonstrating the feasibility of a septic system and private well.
- Tree Inventory and Preservation Plan showing what trees will be impacted by the proposed development.
- A brief review of how the development will not impact the Ellis Chapel located adjacent to the subject property.

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## 2.0 POLICY OVERVIEW

### 2.1 PROVINCIAL POLICY STATEMENT, 2014

The Provincial Policy Statement (PPS) of 2014 was created to provide direction on matters of Provincial Interest related to land use planning and development across the Province. The PPS sets out the policy foundation for development and use of land while also supporting the Provincial goal to enhance the quality of life for citizens of Ontario.

Policy 1.1.4.1 of the PPS states that 'healthy, integrated and viable rural areas should be supported by f) promoting diversification of the economic base and employment opportunities through goods and services...".

Policy 1.3.1 of the PPS states that "Planning Authorities' shall promote economic development and competitiveness by: b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses, and take into account the needs of existing and future businesses".

Label It! has existed as a local business on the subject site for approximately 18 years. The proposed Zone Change and subsequent property severance would ensure that the business would continue to provide economic base and employment opportunities for the rural community of Puslinch into the future.

The proposed Zoning By-Law Amendment promotes a healthy and integrated rural area by providing employment opportunities and providing a suitable site for the relocation of the local Label It! business.

It is our professional opinion that the requested Zoning By-Law Amendment is 'consistent with' the Policies of the Provincial Policy Statement.

### 2.2 PLACES TO GROW: GROWTH PLAN FOR THE GREATER GOLDEN HORSESHOE

Places to Grow: Growth Plan for the Greater Golden Horseshoe, 2006 is a framework for implementing Ontario's vision of building stronger, prosperous communities by better managing growth and development. The Growth Plan provides a framework for implementing Provincial interest and a vision into the year 2031. The Growth Plan demonstrates leadership for improving the ways in which our cities, suburbs, towns and villages (urban and rural areas) will grow and prosper over the long term.

Policy 2.2.9.1 of the Growth Plan states that "Rural settlement areas are key to the vitality and economic well-being of rural communities. Municipalities are encouraged to plan for a variety of cultural and economic opportunities within rural settlement areas to serve the needs of rural residents and area businesses..."

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The request for Zoning By-Law Amendment would permit the use of the small scale commercial business on the subject site providing continued economic opportunities within the rural community of Puslinch.

It is our professional opinion that the proposed Zoning-By-Law Amendment application is in conformity with the policies of *Places to Grow: Growth Plan for the Greater Golden Horseshoe*.

## **2.3 COUNTY OF WELLINGTON OFFICIAL PLAN**

The subject property is designated 'Secondary Agriculture' within the County of Wellington Official Plan. 'Secondary Agricultural' areas include lands that are determined to be non-prime agriculture. According to Official Plan policies 6.5.3 *Permitted Uses* and 6.5.4 *Commercial, Industrial & Institutional*, small scale commercial uses are permitted within the 'Secondary Agricultural' designation provided that:

- Appropriate sewage and water systems can be established – a Functional Servicing Report has been prepared by Van Harten Surveying Inc. to provide comments related to feasibility of servicing the proposed building with septic and water (refer to Section 4.1 of this report for more information on Functional Servicing Report).
- The proposed use is compatible with surrounding land uses – the current Label It! business has been in operation on the subject lands for approximately 18 years in which it has been compatible with surrounding land uses. The relocation of the business to the south east corner of the site will be constructed with appropriate setbacks and design elements to ensure continued compatibility with surrounding land uses.
- The use is small scale and takes place on one lot – The proposed use is small in scale and is intended to take place on one lot as the property owner anticipates to sever the lot provided the Zoning By-Law Amendment is approved.

It is our professional opinion that the proposed small scale commercial building to be utilized for a local label making business conforms with the 'Secondary Agriculture' policies of the County of Wellington Official Plan.

## **2.4 TOWNSHIP OF PUSLINCH ZONING BY-LAW**

The property is zoned Agricultural 'A' Zone within the Township of Puslinch Zoning By-Law. Permitted uses in this zone include agricultural uses, single detached dwellings, home occupation, public uses etc.



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A Zoning By-Law amendment is required to permit the construction and operation of a small scale commercial building on the subject lands.

### **3.0 ZONE CHANGE PROPOSAL**

An application for an amendment to the Township of Puslinch Zoning By-Law has been submitted with this report.

The proposed Zoning By-Law Amendment application and subsequent severance of the lands would allow for separation of the owner's residence and business by severing the property into two separate lots and relocating the local business to the severed parcel of land.

The Zoning By-Law Amendment application requests that the zoning of the subject property be amended by applying a site specific exemption for the current Agricultural 'A' Zone.

The site specific zoning would permit the construction and operation of a small scale commercial Label making business on the subject site and provide for appropriate regulations and setbacks to ensure compatibility with adjacent uses. It is the intention of the owner to construct the small scale commercial building at the rear corner of the property to minimize its visibility from Ellis Road. The building will be designed to be compatible with the rural character of the surrounding area. It is proposed that the following be included in the Zoning By-Law Amendment:

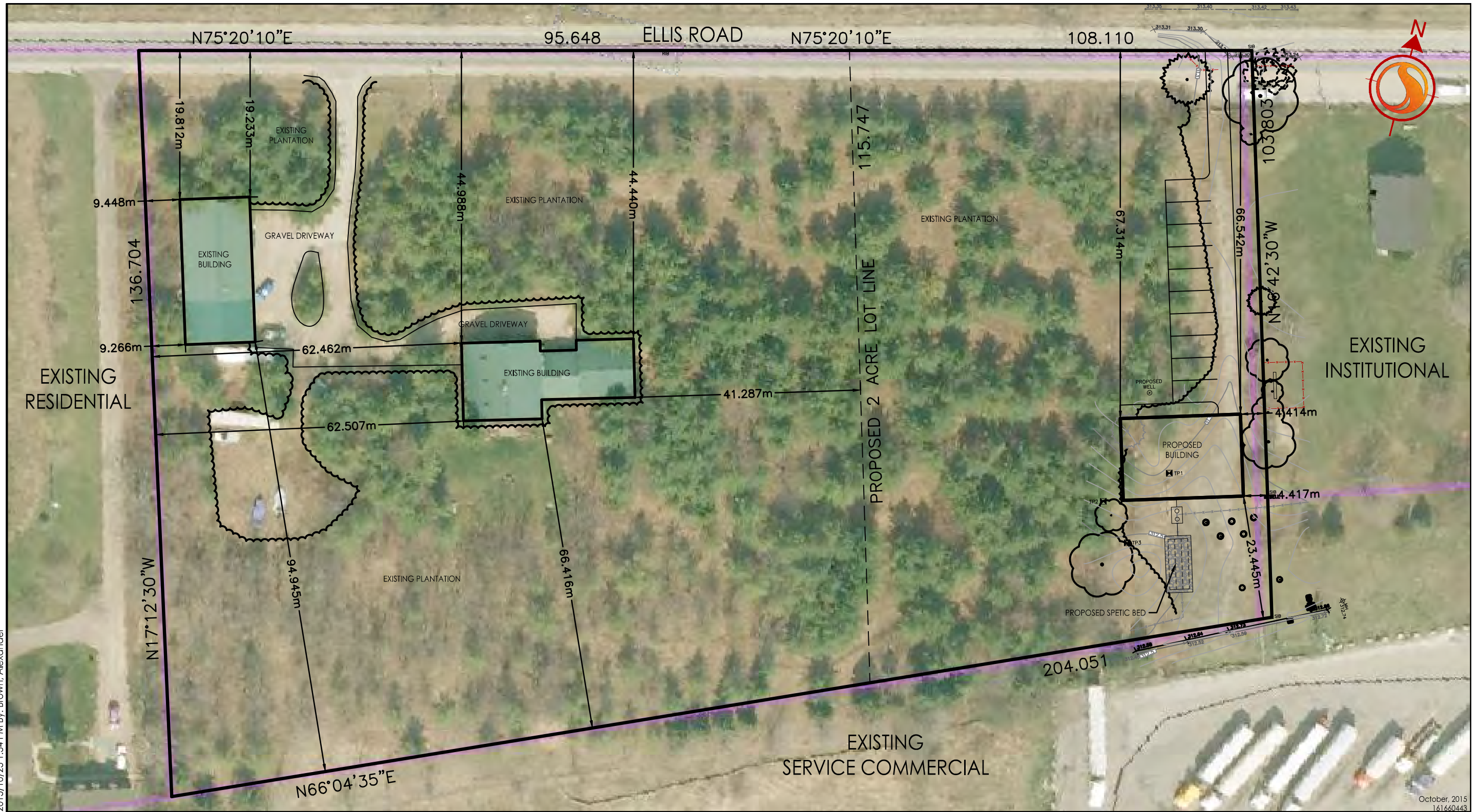
- The zoning would be applicable to a portion of the property not less than 1.0 acre (0.4 hectares) in size to be determined through further discussion with the Township and County during the Zone Change and Severance processes.
- Permitted uses would be restricted to a small scale commercial building which may include administration office and a workshop.
- A minimum of 10 parking spaces will provided.

Please refer to Figure 2 - Preliminary Plan for an example of what is proposed on site. Please note that this sketch is subject to change.

#### **3.1 APPLICATION FOR CONSENT**

The property owner intends to sever the proposed business from his existing residence upon support of the Zoning By-Law Amendment. A proposed severance of 2 acres (0.8 hectares) is shown on Figure 2 – Preliminary Plan. Please note that this Figure is for information purposes only

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October 23, 2015

and is subject to change. The site specific Zoning By-Law would address any permitted uses and regulations.

## **4.0 SUPPORTING DOCUMENTATION**

The following section of this report contains a brief description of documents that have been prepared in the support of the Zoning By-Law Amendment Application and the future proposed severance of the property.

### **4.1 FUNCTIONAL SERVICING REPORT**

A Functional Servicing Report entitled '*Functional Servicing Report Proposed Lot Severance 6691 Ellis Road, Part Lot 8, Concession 2, Township of Puslinch, Ontario*', dated September 4, 2015 was prepared by Van Harten Surveying Inc. A copy of the Functional Servicing Report has been attached to this report as Appendix A.

As no municipal services are available for connection, the Functional Servicing Report was prepared to identify the subsurface conditions of the subject property and provide preliminary comments on the feasibility of servicing the facility. The proposed small scale commercial building is proposed to be serviced with by a private on-site Class 4 Sewage System and private water well.

According to the Client (property & business owner), the proposed commercial business will employ no more than ten (10) employees. The building will include a bathroom and possibly a lunchroom sink. No showers are proposed for the building and no processing of water will be generated by the business.

An engineering site investigation was carried out by Van Harten Surveying Inc. to locate water supply wells in the vicinity of the proposed building, identify surface drainage characteristics of the property, and to carry out a subsurface investigation. The engineering investigation concluded the following:

- 1) A review of the building area did not reveal any existing neighbouring water wells within the immediate vicinity of the proposed sewage system. The water supply for the proposed small scale commercial building will be provided by a new drilled well. To address minimum setback requirements of the Ontario Building Code, the well will be cased to a minimum depth of 6.0m and located a minimum horizontal distance of 15m from the septic tank and nearest distribution pipe.

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- 2) The native sand and gravel soil witnessed on site is well suited for the construction of a standard Class 4 'septic tank' sewage system with an in ground leaching bed.

A detailed sewage system design conforming to Part 8 of the Ontario Building Code with material, construction and inspection requirements will be prepared and submitted to the Township at the time of building permit application.

Please refer to the '*Functional Servicing Report Proposed Lot Severance 6691 Ellis Road, Part Lot 8, Concession 2, Township of Puslinch, Ontario*' attached as Appendix A for specific information.

### 4.2 TREE MANAGEMENT AND PRESERVATION PLAN

The Tree Management and Preservation plan was identified during Pre-Consultation as a required report to be included in the Zoning By-Law Amendment Application for a 'complete application'.

It is our understanding that our Client has been in discussion with the County's Forest Conservation By-Law Officer related to this matter. Based on this discussion, the Client has decided to remove trees on his property in accordance with the County's Tree-Cutting By-Law. As such, a Tree Management and Preservation Plan has not been submitted with the application package and has been considered through the County Tree Cutting By-Law.

### 4.3 ELLIS CHAPEL

The property subject to the requested Zoning By-Law Amendment is located adjacent to the property which contains the Ellis Chapel.

It is our professional opinion that the Zoning By-Law Amendment will cause no negative impact to the Ellis Chapel for the following reasons:

- The proposed small scale commercial building is proposed to be constructed at the south east corner of the property, away from the location of the Chapel and closer to the location of the MTO Highway Service Station.
- The building is proposed to be one story in height and will contain all elements of the business within the commercial building. No outside storage will be required.
- The building is intended to be compatible with the rural nature of the community. The location and design elements are proposed to minimize appearance from the street. Signage and lighting will be kept to a minimum.

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- The business will be operated Monday through Friday between the hours of 8am and 5pm restricting the potential impacts on the Chapel to regular business hours on weekdays.
- The current traffic generated from the Label It! business is minimal. The business currently employs a total of five employees (and is not expected to employ more than ten employees). Traffic to and from the site is generated by employees, customers and the occasional delivery. The traffic conditions are not expected to change with the relocation of the business.
- The business does not contain a retail component, further limiting the amount of customer traffic to the site.
- The existing gravel laneway that runs from Ellis Road to the rear property line and small gravel clearing (proposed location for the new small scale commercial building) was formerly used at all hours of the day and night as an access point and parking areas to the MTO Highway Service Station (for McDonald's employees). This access is proposed to be used for the relocated Label It! business which would significantly limit the amount of traffic along the laneway causing much less of an impact on the neighbouring property than previously experienced.

## **5.0 PLANNING JUSTIFICATION DISCUSSION**

We believe that the following rationale should be considered when reviewing the subject application:

- It is our professional planning opinion that the proposed site specific Zoning By-Law Amendment is 'consistent with' and in conformity with the relevant planning policies discussed in Section 2.0 of this Report.
- Label It! is an established local business which has existed on the subject site for approximately 18 years. The proposed Zone Change and subsequent property severance provides a suitable location for the business and would continue to provide economic base and employment opportunities for the rural community of Puslinch.
- The setbacks and design elements of the small scale commercial business are intended to be compatible with the nature of the rural community and compatible with surrounding land uses.
- The size of the property is more than adequate to support the business's building, servicing and parking after the approval of a property severance.

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- A Functional Servicing Report has been prepared demonstrating the feasibility of a septic system and private well on the subject site taking into account the property severance.

### 6.0 CONCLUSION

In conclusion, it is recommended that this Planning Justification Report in conjunction with the required documentation identified during pre-consultation be deemed as addressing the requirements of a complete Zoning By-Law Amendment Application package by the Township of Puslinch.

The proposal is consistent with the Provincial Policy Statement and in conformity with the Growth Plan, and the County of Wellington Official Plan.

It is our professional planning opinion that the proposed Zoning By-Law Amendment is consistent with Provincial and County policy, is compatible with compatible with the surrounding land uses, and represents good planning.

### 7.0 RECOMMENDATIONS

It is recommended that:

- 1) The Township of Puslinch deem the application for Zoning By-Law Amendment complete.
- 2) This Report and supplementary material be provided to the Township of Puslinch Council and to the Public.
- 3) That the Informal Public Meeting be scheduled.