

PLANNING & DEVELOPMENT ADVISORY COMMITTEE VIRTUAL MEETING BY ELECTRONIC PARTICIPATION DECEMBER 7, 2021 7:00 p.m.

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AGENDA

COMMITTEE OF ADJUSTMENT:

- 1. CALL THE MEETING TO ORDER
- 2. ROLL CALL
- 3. OPENING REMARKS
- 4. DISCLOSURE OF PECUNIARY INTEREST
- 5. APPROVAL OF MINUTES
 - November 9, 2021
- 6. **APPLICATIONS FOR MINOR VARIANCE OR PERMISSION** under section 45 of the Planning Act to be heard by the Committee this date:
 - None
- 7. OTHER MATTERS
 - None
- 8. ADJOURNMENT OF COMMITTEE OF ADJUSTMENT



AGENDA

PLANNING & DEVELOPMENT ADVISORY COMMITTEE

- 1. CALL THE MEETING TO ORDER
- 2. OPENING REMARKS
- 3. ROLL CALL
- 4. DISCLOSURE OF PECUNIARY INTEREST

5. APPROVAL OF MINUTES

- November 9, 2021
- 6. APPLICATION FOR SITE PLAN URBAN DESIGN REVIEW
 - None
- 7. ZONING BY-LAW AMENDMENT
 - None

8. LAND DIVISION

• None

9. OTHER MATTERS

9(a) The Township of Puslinch will hold a virtual Public Information Centre at the Planning and Development Advisory Committee Meeting on Tuesday, December 7, 2021 at 7:00 p.m. to discuss potential changes to Section 4.12 Home Industries of the Township of Puslinch Comprehensive Zoning By-law. The statutory public meeting will be held at a later date.

10. CLOSED MEETING

- None
- 11. NEXT MEETING Tuesday, January 11, 2022 @ 7:00 p.m.

12. ADJOURNMENT



MINUTES

1. CALL THE MEETING TO ORDER

The November 9, 2021 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation.

2. ROLL CALL

MEMBERS IN ATTENDENCE

Councilor John Sepulis, Chair Dan Kennedy Dennis O'Connor Deep Basi Paul Sadhra

MEMBERS ABSENT None

STAFF IN ATTENDANCE

Lynne Banks, Development and Legislative Coordinator Courtenay Hoytfox, Clerk Zachary Prince, Senior Planner, County of Wellington Joanna Salsberg, Planner, County of Wellington

3. OPENING REMARKS

The Chair welcomed those attending the meeting to the Committee of Adjustment and informed the attendees that Township Staff would present the application, then the applicant would have the opportunity to present the purpose and details of the application and provide any further relevant information. Following this, the public can obtain clarification, ask questions and express their views on the proposal. The members of the Committee can then obtain clarification, ask questions and express their views on the proposal. All application decisions are subject to a 20 day appeal period.

4. DISCLOSURE OF PECUNIARY INTEREST

None

5. <u>APPROVAL OF MINUTES</u>

Moved by: Dennis O'Connor

Seconded by: Deep Basi

That the Minutes of the Committee of Adjustment meeting held Tuesday, October 12, 2021 be adopted.

CARRIED

- 6. <u>APPLICATIONS FOR MINOR VARIANCE OR PERMISSION</u> under section 45 of the Planning Act to be heard by the Committee this date.
- 6(a) Minor Variance Application D13-MIL Douglas Jamieson Miller 6812 Concession 2, Front Part Lot 13, Concession 2, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 11.3, table 11.2 – Agricultural zone Standards.

The purpose and effect of the application is to provide relief from:

1. Section 11.3 (table 11.2) to permit a reduced lot frontage of the merged parcel to be 104m instead of 120m as required.



- Jeff Buisman, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

That Application D13/MIL requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

Section 4.12(a) to permit a reduced lot frontage of the merged parcel to be 104m instead of 120m as required.

Is approved with no conditions.

6(b) Minor Variance Application D13-WU – 6580 Wellington Road Inc. c/o Jane Wu – 6580 Wellington Road 34, Front Part Lot 4, Concession 3, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 11.3, table 11.2 – Agricultural zone Standards.

The purpose and effect of the application is to provide relief from:

- 1. Section 11.3 (table 11.2) to permit a reduced lot frontage of the retained parcel to be 109m instead of 120m as required.
- Lynne Banks read a letter from a resident that was submitted to the County of Wellington Land Division Committee when the consent application was being considered by the Committee.
- Jeff Buisman, agent for the applicant provided an overview of the application.
- Dan Kennedy asked Jeff Buisman to explain what the water issues are.
- Jeff Buisman advised that he wasn't aware of a drainage problem with the property.
- Dennis O'Connor asked if this is dependent on the land being Class 1 or Class 2.
- Zachary Prince agreed that it is dependent on soil type and not yields.
- Deep Basi asked if comments were received from the GRCA regarding floodplains.
- Zachary Prince advised that it is not in the floodplain.
- There were no further questions or comments from the Committee.

That Application D13/WU requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

1. Section 11.3 (table 11.2) to permit a reduced lot frontage of the retained parcel to be 109m instead of 120m as required.

Is approved with no conditions.

6(c) Minor Variance Application D13-SPE – Corey William Speers – 11 Farnham Road, Lot 2 Part Lot 3, Plan 131, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 11.4, table 11.3 – Agricultural zone Standards and Section 4.16.1 MDS I – New Non-Farm Uses.

The purpose and effect of the application is to provide relief from:

1. Section 11.4 (table 11.3) to permit a reduced lot frontage of the severed parcel to be 11m instead of 25m as required.



- 2. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the severed parcel to the barns at 413 Arkell Road to be 370m instead of 976m as required.
 - Lynne Banks read a letter received from an abutting landowner and advised that the owner is in attendance at the meeting tonight to speak to the Committee.
 - Jeff Buisman provided an overview of the application.
 - Alison MacNeill and Peter Robinson addressed their concerns to the committee regarding trees being planted to ensure their privacy as well as a request for a culvert to be installed to prevent ponding on their property.
 - There were no questions from the Committee regarding the abutting neighbours concerns.
 - Dennis O'Connor asked what is the protection to the agricultural research centre if the barns are modified or undergo expansion.
 - Zachary Prince advised that they would be required to go through the MDS 2 process and noted that there are a lot of other factors with other properties in the area.
 - Dennis O'Connor what avenue is available for the research centre if they expanded the housing of the animals.
 - Zachary Prince advised that he is not sure what the process would be.
 - Paul Sadhra asked if there is a mechanism to implement screening on the property.
 - John Sepulis asked Courtenay Hoytfox to comment on the screening and the culvert.
 - Courtenay Hoytfox advised that if a culvert is required, it will be addressed through the entrance permit process. She further noted that with respect to the screening, the Township's zoning by-law does not address screenings on a residential lot with respect to a laneway.
 - John Sepulis asked that staff put the neighbour's letter in the file for when a building permit is submitted the owner is aware of the concerns for drainage and screening.
 - There were no further questions or comments from the Committee.

That Application D13/SPE requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

- 1. Section 11.4 (table 11.3) to permit a reduced lot frontage of the severed parcel to be 11m instead of 25m as required.
- 2. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the severed parcel to the barns at 413 Arkell Road to be 370m instead of 976m as required.

Is approved with no conditions.

6(d) Minor Variance Application D13-SLO – John Sloot – 985 Watson Road South, Rear Part Lot 10, Concession 9, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 11.3, table 11.2 – Agricultural zone Standards and Section 4.16.1 MDS I – New Non-Farm Uses.

The purpose and effect of the application is to provide relief from:



- 1. Section 11.3 (table 11.2) to permit a reduced lot frontage of the retained parcel to be 37m instead of 120m as required.
- 2. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the severed parcel to the barns at 4726 Watson Road South to be 291m instead of 392m as required.
- Jeff Buisman, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- Deep Basi asked if safe entrance can be achieved.
- Jeff Buisman advised that safe entrance is possible.
- There were no further questions or comments from the Committee.

That Application D13/SLO requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

1. Section 11.3 (table 11.2) to permit a reduced lot frontage of the retained parcel to be 37m instead of 120m as required.

2. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the severed parcel to the barns at 4726 Watson Road South to be 291m instead of 392m as required.

Is approved with no conditions.

6(e) Minor Variance Application D13-HAM – William Harvey Hamilton and Lisa Anne Hamilton – 4674 Watson Road South, Rear Part Lot 13, Concession 9, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.16.1 MDS I – New Non-Farm Uses.

The purpose and effect of the application is to provide relief from:

- Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the barn at 4677 Watson Road South to the severed parcel to be 174m instead of 220m as required
- Jeff Buisman, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

That Application D13/HAM requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the barn at 4677 Watson Road South to the severed parcel to be 174m instead of 220m as required

Is approved with no conditions.

6(f) Minor Variance Application D13-JHA – Kanwarpal Jhajj – 7004 Concession 4, Part Lot 20 Concession 4 S, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.16.1 MDS I – New Non-Farm Uses.



The purpose and effect of the application is to provide relief from:

- 1. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the barn at 4638 Sideroad 20 North to the severed parcel to be 320m instead of 422m as required.
- 2. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the barn at 4638 Sideroad 20 North to the severed parcel to be 320m instead of 422m as required.
 - Jeff Buisman provided an overview of the application.
 - There were no questions or comments from the public.
 - Dennis O'Connor noted that the barn is a poultry barn and has an open manure pile that when it rains, the odour can be very strong and has concerns about the Township receiving complaints.
 - John Sepulis asked if there is any mechanism that potential purchasers can be aware of possible strong odours.
 - Courtenay Hoytfox advised that a note can be put in the file for when a building permit is submitted.

That Application D13/JHA requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

1. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the barn at 4638 Sideroad 20 North to the severed parcel to be 320m instead of 422m as required.

2. Section 4.16.1 to permit a Minimum Distance Separation Type I setback from the barn at 4638 Sideroad 20 North to the severed parcel to be 320m instead of 422m as required.

Is approved with no conditions.

6(g) Minor Variance Application D13-GRE – Divinder Singh Grewal and Sukhbir Kaur Grewal – 130 Maltby Road West, Rear Part Lot 16, Concession 7, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 11.3, table 11.2 – Agricultural zone Standards.

The purpose and effect of the application is to provide relief from:

- 1. Section 11.3 (table 11.2) to permit a reduced lot frontage of the retained parcel to be 94m instead of 120m as required.
- Jeff Buisman, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

That Application D13/JHA requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

Section 11.3 (table 11.2) to permit a reduced lot frontage of the retained parcel to be 94m instead of 120m as required.

Is approved with no conditions.



6(h) Minor Variance Application D13-THO – Alan and Marjorie Thomson – 7 Sumac Street, Lot 191, Plan 61M203, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Site Specific Special Provision Number 86.

The purpose and effect of the application is to provide relief from:

- 1. Site specific special provision number 86 to permit an increase in lot coverage to 38 percent instead of 35 percent as required.
- Alan Thomson, applicant, provided an overview of the application.
- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

That Application D13/THO requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

Site specific special provision number 86 to permit an increase in lot coverage to 38 percent instead of 35 percent as required.

Is approved with no conditions.

6(i) Minor Variance Application D13-HP – HP Polymers – 32 Kerr Crescent, Lot 1 Part Lot 2, Plan 677, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-law #23-2018, as amended, from Section 4.24.2 (b) – Shipping Containers in Agricultural and Industrial Zones.

The purpose and effect of the application is to provide relief from:

- 1. Section 4.24.2 (b) to permit three (3) shipping containers instead of one (1) as required.
- Ryan Ristine, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- Dan Kennedy asked what materials are stored in the containers.
- Ryan Ristine advised that it will be dry goods only that are currently being stored in trucks.
- Dan Kennedy asked if there are any liquids being stored.
- Ryan Ristine advised that there are no liquids and that no containment can be required.

That Application D13/HPP requesting relief from provisions of Zoning By-Law #023/2018, as amended, from:

Section 4.24.2 (b) to permit three (3) shipping containers instead of one (1) as required.

Is approved with the following condition(s):

That the applicant obtains site plan approval from the Township and address the location, layout and screening of the shipping containers.

7. OTHER MATTERS



None

8. ADJOURNMENT

Moved by: Deep Basi

Seconded by: Dan Kennedy

The Committee of Adjustment meeting adjourned at 8:28 p.m.

CARRIED



MINUTES

1. CALL THE MEETING TO ORDER

The November 9, 2021 Planning & Development Advisory Committee Meeting was held on the above date and called to order at 8:28 p.m. via electronic participation.

2. OPENING REMARKS

The Chair advised that the following portion of the Committee meeting will be for the Committee to review and provide comments on development planning applications.

3. ROLL CALL

MEMBERS IN ATTENDENCE

Councilor John Sepulis, Chair Dan Kennedy Dennis O'Connor Deep Basi Paul Sadhra

MEMBERS ABSENT None

None

STAFF IN ATTENDANCE

Lynne Banks, Development and Legislative Coordinator Courtenay Hoytfox, Clerk Zachary Prince, Senior Planner, County of Wellington Joanna Salsberg, Planner, County of Wellington

4. DISCLOSURE OF PECUNIARY INTEREST None

5. <u>APPROVAL OF MINUTES</u>

• October 12, 2021

Moved by: Dennis O'Connor

Seconded by: Dan Kennedy

That the Minutes of the Planning & Development Advisory Committee Meeting held Tuesday, October 12, 2021, be adopted.

6. APPLICATION FOR SITE PLAN URBAN DESIGN REVIEW

None

7. ZONING BY-LAW AMENDMENT

None

8. LAND DIVISION

8(a) Severance Application B87-21 (D10-BAU) – Jane and George Baukham – Part Lot 19, Concession 7, municipally known as 4507 Concession 7, Township of Puslinch.

CARRIED



Proposed severance is 0.68 hectares with 92m frontage, existing agricultural use for proposed rural residential use. Together with easement for shared entrance in favour of severed parcel.

Retained parcel is 39.6 hectares with 216m frontage, existing and proposed agricultural use with existing dwelling, garage, shed & barn.

- Jeff Buisman, agent for the applicant provided an overview of the application.
- There were no comments or questions from the public.
- Dan Kennedy stated that the property seems too low to build on.
- Dennis O'Connor stated that he agrees with Dan Kennedy and asked if there is a possibility that the entrance can be moved to Concession 7 in the future so that the easement can be discontinued.
- Jeff Buisman advised that the easement will be in existence for a while due to Concession 7 being under the control of the MTO.
- Paul Sadhra commented that who is responsible for snow removal and maintenance and what will happen with the easement if one or both properties are sold.
- John Sepulis requested that the County planner comment on the Employment Lands next to the property.
- Zachary Prince advised that the lands to the north are designated as Rural Employment Lands in the County Official Plan and the intent is that it would be an industrial use in the future and would have to go through a zoning by-law amendment.
- John Sepulis noted that he is very concerned about the easement and the shared driveway.
- All Committee members agreed that the following wording be used in the Municpality Comment Form to be sent to the County of Wellington Land Division Committee:

The Committee has difficulty supporting this application because of the shared easement and shared driveway. There are also concerns with the drainage on the property and the close location of the Employment Lands to the property.

CARRIED

Moved by: Deep Basi

Seconded by: Dennis O'Connor

8(b) Severance Application B94-21 (D10-GIL) – Scott and Herminia Gillingham – Part Lot 20, Concession 4, municipally known as 6981 Forestell Road, Township of Puslinch.

Proposed severance is 60m fr x 75m = 0.45 hectares, vacant land for proposed residential use.

Retained parcel is 6.7 hectares with 99m frontage, existing and proposed agricultural and residential use with existing dwelling and sheds.

- Jeff Buisman, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

The committee supports the application with the **following conditions** imposed:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.



2. That safe access to the severed lands can be accommodated to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

3. That the owner apply for and receive, zoning compliance for the retained parcel.

CARRIED

Moved by: Dennis O'Connor

9. OTHER MATTERS

• None

10. CLOSED MEETING

None

11. NEXT MEETING

• Next Regular Meeting will be held on Tuesday, December7, 2021 @ 7:00 p.m.

12. ADJOURNMENT

Moved by: Dan Kennedy

Seconded by: Dennis O'Connor

Seconded by: Dan Kennedy

That the Planning & Development Advisory Committee is adjourned at 8:45 p.m.

CARRIED

TOWNSHIP OF



EST. 1850

Township-wide Zoning Bylaw Amendment: Home Industries

PLANNING PRESENTATION for the TOWNSHIP OF PUSLINCH

Prepared by the County of Wellington Planning and Development Department in our capacity as planning consultants for the Township

December 7th, 2021



Intent of this PIC Meeting:

- Overview: background information & current zoning provisions
- Outline current issues/concerns that have been identified
- Overview some changes being reviewed & obtain feedback from the public
- Detail on how the public can get involved and stay informed throughout the process



Background:

- Township's new comprehensive zoning by-law (#023/18) came in to effect in January 2020
- The new By-law provides provisions for "Home Industries" in the Township
- Planning staff directed by Township Council in 2020 to provide a more detailed review of home industries
- Planning staff undertook a detailed review of other communities and prepared two additional information reports for Township Council
- This PIC is to seek feedback from the public regarding home industries in Puslinch



What is a Home Industry?

Defined as:

"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."



What are the current zoning regulations?

- 1. 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;
- 2. A home industry shall not be permitted to operate or locate in any part of a dwelling unit;
- 3. The total number of home industries permitted shall be limited to one per lot;
- 4. No home industry shall create or become a public nuisance, particularly with regard to noise, traffic, emissions, parking or radio or television interference;
- 5. Only two on-site employees, in addition to the permanent residents of the dwelling unit, may be employed by the home industry;
- 6. 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;
- 7. The maximum total floor area dedicated to a home industry on a lot shall not exceed 100 m2; and
- 8. The following uses are specifically prohibited as home industry:
 - a) a restaurant;
 - b) animal clinic or agricultural animal clinic;
 - c) warehouse; or,
 - d) the repairing, sale or storage of vehicles, mobile homes, trailers, or heavy machinery.



Concerns that have been identified:

Previous Public Concerns:

- Outdoor storage of materials and equipment
- Parking concerns relative to the number of employees
- Noise generated by equipment or machinery from the home industry
- Businesses which primarily operate off site but meet at the site of the industry (i.e. landscaping yards, courier or trucking services)
- Use and storage of toxic chemicals

Township Identified Concerns:

- Lot size
- The definition of 'Home Industry'
- Building size/scale



Changes being reviewed:

- Increasing the minimum lot size:
 - Between 2 10 acres
- Additional setback requirements:
 - Increasing setback to lot lines
 - Adding setback to off-site dwellings or vacant lots
- Permissions for associated outdoor storage areas:
 - Clearly permitting associated outdoor storage
 - Establishing minimum screening/buffering requirements; an overall maximum area; location etc.
- Number of employees:
 - Review number of employees
- Scale (maximum building size, mixed use of buildings):
 - Review of building size or whether the use should be the sole use within an accessory building
- Site plan control:
 - Apply to all or some aspects of a home industry



How to get involved:

- Provide comments and feedback at this PIC meeting
 - Comments provided at this meeting will be reviewed and included in the planning review process going forward
- Take part in the Township's survey
 - Home Industries | Engage Puslinch
- Write in comments to the Township
 - 7404 Wellington Rd 34, Puslinch ON, NOB 2J0
- Set up a meeting through the Township with the project planners
 - December 10th, 9:00 1:00pm
- Provide comments at the *future* statutory Public Meeting
 - A future date to be determined



How to stay informed:

- Subscribe to <u>www.puslinch.ca</u> and <u>www.engagepuslinch.ca</u> to receive future notifications on any upcoming meetings
- Request to be added to a future circulation list to receive updates on this proposed amendment

