



MINUTES

1. CALL THE MEETING TO ORDER

The July 13, 2021 Planning & Development Advisory Committee Meeting was held on the above date and called to order at 7:52 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 ATTENDANCE

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

MEMBERS ABSENT

Paul Sadhra

STAFF IN ATTENDANCE

Lynne Banks, Development and Legislative Coordinator
Courtenay Hoytfox, Clerk
Jeff Bunn, Deputy Clerk
Meagan Ferris, Manager of Planning and Environment, County of Wellington
Joanna Salsberg, Planner, County of Wellington

4. DISCLOSURE OF PECUNIARY INTEREST

- Dan Kennedy advised that he has a pecuniary interest in item 6(a) on the agenda as he lives within close proximity to the property and refrained from discussion for item 6(a).

5. APPROVAL OF MINUTES

- June 8, 2021 – John Sepulis requested that the June 8, 2021 Minutes be reopened, and advised the other members of the Committee that Consent Application D10/BOR would require an additional comment to be added to the Municipal Comment Form that is forwarded to Land Division at the County of Wellington, in order to address a concern from the Township's Public Works Department that a possible drainage problem that might occur once the severance is completed and the severed lands are developed. The following comment is to be added to the Municipal Comment Form and forwarded to the Land Division Committee at the County of Wellington:

That an adequate drainage plan be provided that details a suitable building envelope and driveway that does not negatively impact the natural drainage flow from the area across the property, including any required culvert crossing the natural drainage course; and that the owner be responsible for any Township costs associated with the review of the drainage plan.

Moved by: Deep Basi

Seconded by: Dennis O'Connor

That the Minutes of the Planning & Development Advisory Committee Meeting held Tuesday, May 11, 2021, as revised, be adopted.

CARRIED

6. APPLICATION FOR SITE PLAN URBAN DESIGN REVIEW

6(a) Site Plan Application D11-KAU – Manu and Pooja Kaushik – 10-32 Telfer Glen Street, Plan 802 Part Block 42, Township of Puslinch.

The purpose and effect of this application is to review the site plan application with respect to the Township's Urban Design Guidelines for the proposed medical office and pharmacy on a vacant lot zoned as Core Mixed Use.

- Michael Trussell, agent for the applicant, provided an overview of the application as it pertains to the Township's Urban Design Guidelines.
- John Sepulis asked if a sidewalk could be considered on the side of the property along Telfer Glen Road.
- Michael Trussell advised that it is possible.
- John Sepulis asked if they have considered the use of permeable pavement.
- Michael Trussell advised that regular asphalt will be used and there are no concerns with water management control.
- John Sepulis asked if the hydro vault is raised and is it a transformer.
- Michael Trussell advised that it is a transformer
- John Sepulis asked if the transformer would be shielded from view.
- Michael Trussell advised that it can be done with landscaping and that they are currently in contact with Hydro One to determine the final location of the transformer.
- John Sepulis asked if the sign for the building is going to be orientated to Queen Street so that it can be seen from Queen Street.
- Michael Trussell advised that yes, it will be for better visibility from the intersection, as will the signs that will be attached to the building that will face onto Telfer Glen.
- John Sepulis asked what the finishes will be for the building.
- Michael Trussell advised that it will be glass on the front elevation as well as a mix of finishes for the other sides of the building.
- John Sepulis asked if the panels on the side will be painted.
- Michael Trussell advised that they are an exterior insulated finish system and will be an off-white or light gray colour.
- John Sepulis asked in regards to the lighting if the berm will be high enough to shield the neighbouring properties.
- Michael Trussell advised that they are full cut-off fixtures for all pole lights and further noted that for each façade the lights will only be located at the doors for security purposes and they are all cut-off style lighting.
- John Sepulis noted that the Traffic Analysis to show that the increase in traffic won't impact the intersection of Telfer Glen and Queen Street.
- Michael Trussell advised that it was reviewed and the transportation study shows that the increase in traffic is minimal.
- John Sepulis asked if the snow storage area located in the front of the building can be relocated.
- Michael Trussell advised that it can be relocated.
- There were no further questions or comments from the Committee.

The Committee has the following comments for the information of Council when the site plan application goes to Council for approval:

1. Consider space for a sidewalk for foot traffic.
2. Relocate snow storage from the front of the property.
3. Ensure that the lighting does not spill over to the neighbouring properties.

Moved by: Deep Basi

Seconded: Dennis O'Connor

7. ZONING BY-LAW AMENDMENT

7(a) Zoning By-Law Application D14/STU- John Stubbs and Mary Lake – 4363 Wellington Road 35, Concession 2 Front Part Lot 16 INC RP;61R1736 Parts 1 & 2 INC RP;61R3284 Part 1 Part South of Highway 401, Township of Puslinch.

The proposed Zoning By-law Amendment is to rezone the Retained Parcel from Agricultural to a Specialized Agricultural to prohibit a residential dwelling and to prohibit livestock in the barn. A surplus farm residence severance was applied for with the County and this is required to satisfy Conditions 5 & 8 of Approved Application B111-20.

- Jeff Buisman, agent for the applicant, provided an overview of the application and noted that the zone change is a requirement for approval of a severance application.
- There were no questions or comments from the Committee.

The Committee has the following comment for Council when the zoning by-law amendment application goes to Council for approval:

The Committee supports the application.

Moved by: Dan Kennedy

Seconded by: Dennis O'Connor

7(b) Zoning By-Law Application D14/XUE- James and Wanda Xuereb – 4290 Victoria Road South, Concession 8 Rear Part Lot 28, Township of Puslinch.

The proposed Zoning By-Law Amendment is to rezone the current Agricultural (A) and Natural Environment (NE) to Agricultural (A) with special use provisions to permit a total of 10 storage containers with a maximum area of 51 m² each whereby 4 of the containers are rented out for profit/gain and an accessory building whereby 50% of the space is used to store and maintain motorized personal vehicles. No change to the NE portion of the lands is proposed.

- Nicolette Van Oyen, agent for the applicant, provided a PowerPoint presentation to the Committee to provide an overview of the application.
- Dan Kennedy asked if there were any limitations as to what can be stored on site such as flammable materials.
- Dennis O'Connor asked for a condition of no storage for flammable materials.
- John Sepulis noted that he is concerned with the garage and asked if all 4 cars to be stored are owned by one person.
- Nicolette Van Oyen advised that the cars are individually owned and that they are race cars and that the owner also stores his car in the garage.
- John Sepulis asked if any mechanical works will be done on site.
- Nicolette Van Oyen advised that only polishing of the cars and tire changes will be done, and that there will not be any mechanical work being done on site.
- There were no questions or comments from the Committee.

The Committee has the following comments for Council when the zoning by-law amendment application goes to Council for approval:

1. There is to be no storage of hazardous materials in the containers.
2. Staff must satisfy itself that the garage is storing vehicles of named individuals and they named individuals are the owners of the cars and the named individuals cannot switch out the cars

Moved by: Dennis O'Connor

Seconded by: Dan Kennedy



8. LAND DIVISION

- None

7. OTHER MATTERS

7(a) Property Standards Enforcement Appeal

- Jeff Bunn, Deputy Clerk, advised the Committee that it is required to hear appeals for Property Standards Orders and provided a PowerPoint presentation to the Committee on the hearing process outlining general information as well as the Committee's duties with respect to hearing appeals of enforcement matters. He further advised the Committee that additional materials as well as the presentation will be sent to Committee members following the meeting.
- John Sepulis asked if the hearing can be held on the property.
- Jeff Bunn advised that the Municipal Act sets out the requirements for conducting meetings.

Additional Matter

Manu Kaushik requested to address the Committee regarding item 6(a) on the agenda and wanted to know why the application would be going to Council for approval if all approvals have been obtained.

- John Sepulis advised that it isn't a decision that he makes and that the Committee is only reviewing Urban Design Guidelines and he believes it should be taken to Council.
- Manu Kaushik asked if it can be expedited.
- John Sepulis noted that it will be requested of staff to expedite the agreement.

8. CLOSED MEETING

- None

9. NEXT MEETING

- Next Regular Meeting will be held on Tuesday, August 10, 2021 @ 7:00 p.m.

10. ADJOURNMENT

Moved by: Dennis O' Connor

Seconded by: Deep Basi

That the Planning & Development Advisory Committee is adjourned at 8:5 p.m.

CARRIED