



## **MINUTES**

### **1. CALL THE MEETING TO ORDER**

The October 11, 2022 Planning & Development Advisory Committee Meeting was held on the above date and called to order at 7:02 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  
Dennis O'Connor  
Deep Basi  
Paul Sadhra  
Dan Kennedy

#### **MEMBERS ABSENT**

None

#### **STAFF IN ATTENDANCE**

Lynne Banks, Development and Legislative Coordinator  
Courtenay Hoytfox, Municipal Clerk  
Jeff Bunn, Deputy Clerk  
Zachary Prince, Senior Planner, County of Wellington

### **4. DISCLOSURE OF PECUNIARY INTEREST**

None

### **5. APPROVAL OF MINUTES**

Moved by: Paul Sadhra

Seconded by: Dan Kennedy

That the Minutes of the Planning & Development Advisory Committee Meeting held Tuesday, September 13, 2022, be adopted.

**CARRIED**

### **6. APPLICATION FOR SITE PLAN URBAN DESIGN REVIEW**

None

### **7. ZONING BY-LAW AMENDMENT**

None

### **8. LAND DIVISION**

**8(a) Lot Line Adjustment Application B123-22 (D10-AUD) – Audrey Meadows – Part Lot 23, Registered Plan 61M-153, Township of Puslinch.**

Proposed lot line adjustment is 8m fr 65m = 526 square metres, vacant land to be added to abutting parcel for access to a monitoring well related to development of Audrey Meadows Subdivision – c/o George Good.

Retained parcel is 0.43 hectares with 71.4m frontage, existing and proposed rural residential lot.

- Jeff Buisman, agent for the applicant, provided an overview of the application.
- 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. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; 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.

**8(b) Severance Application B124-22 (D10-MAC) – Brandon MacDonald and Rebecca McNabb – Part Lot 3, Concession Gore, municipally known as 6529 Concession 1, Township of Puslinch.**

Proposed severance is 53m fr x 76m = 0.4 hectares, vacant land for proposed rural residential use.

Retained parcel is 55m fr x 76m = 0.41 hectares, existing and proposed rural residential use with existing dwelling, shed and shop.

- Jeff Buisman, agent for the applicant, provided an overview of the application.
- Zachary Prince provided an explanation of how the County Official Plan looks at secondary agricultural lands and allows one severance, subject to the criteria and noted that previously a similar severance was denied by the County. He further advised that the applicant appealed the decision to the OLT and that the OLT was in agreement with the County and upheld the County's decision and denied the appeal. He also noted that the County's last review of the Official Plan was in 2013 and is under review but advised that he can't confirm a date for the completion of the review.
- Hailey Keast noted that Jeff Buisman was required to attend another meeting and that she would be addressing any questions or concerns for the remainder of the meeting.
- Dennis O'Connor asked if the land was workable.
- Hailey Keast advised that there were 3 previous severances on similar properties in the area of the land subject to the application and none of those properties had workable land and were located in secondary agricultural lands.
- Dennis O'Connor asked if the subject lands were currently being farmed.
- Hailey Keast advised that they are not being farmed.
- Dennis O'Connor noted that he drove by the property and the land appears to currently being worked.
- Deep Basi noted that permitting the severance will set a dangerous precedent and that he is not in favour of the application.
- Paul Sadhra noted that he believes approval of the application will open "floodgates" for more severance applications in the future.
- Dan Kennedy noted that he agrees with the other Committee members' comments.
- There were no further questions or comments from the Committee.

The Committee supports the application in principle but is requesting deferral until the County's policy is updated or other circumstances arise to permit this application and subject to the **condition(s)** listed below.

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. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; 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 proposed 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.

**8(c) Severance Application B127-22 (D10-MUL) – Andrew Mulder and Marcella Veenman-Mulder – Part Lot 18, Concession 11, municipally known as 4541 Concession 11, Township of Puslinch.**

Proposed severance is 47m fr x 135m = 0.63 hectares, existing and proposed rural residential use with existing shed and workshop.

Retained parcel is 88m fr x 135m = 1.19 hectares, existing and proposed rural residential use with existing dwelling, sheds, garage and pool.

- Hailey Keast, agent for the applicant, provided an overview of the application.
- Dennis O'Connor noted that according to the sketch, the lot line to the garage looks tight and asked if it will be far enough away so that an adjustment won't need to be made.
- Hailey Keast advised that they sent their field crews out to the property to tie in the other buildings and noted that the shed shown on the sketch will be removed and then the garage will meet the setback requirements.
- Deep Basi asked if there is any plumbing or electrical power to the workshop at this time.
- Hailey Keast advised that there is 200 amp electrical and there is no plumbing or heating
- Deep Basi asked if the severance is approved will a separate meter will be required.
- John Sepulis noted that the new owner will need to have a meter installed.
- Paul Sadhra asked what the square footage is for the workshop.
- Hailey Keast advised that it is 220 square meters and that the owner will need a minor variance since the zoning by-law has a maximum of 200 square meters.
- Deep Basi noted that there will be a timeline to build the new house.
- Hailey Keast advised that there is and that the Township requirements include a security deposit, a time period to build the house and get occupancy and further noted that the owner will enter into an agreement with the Township addressing the security, time period and occupancy requirements and that will be included in the minor variance request.
- John Sepulis asked Lynne Banks to confirm the requirements in the minor variance regarding the above.
- Lynne Banks confirmed the requirements and outlined the time line that will need to be adhered to in order to move forward.
- John Sepulis asked Lynne Banks to confirm that a minor variance will be required.
- Lynne Banks noted that the owner will be required to apply for, and have approved, a minor variance as a condition of severance.
- John Sepulis asked Lynne Banks to state the conditions that the Committee will be requesting.
- Lynne Banks advised the Committee of the 6 conditions for severance approval as noted below.
- John Sepulis suggested that the Committee support the application subject to the conditions.
- Paul Sadhra asked if a minor variance will be needed for the additional square meters for the workshop.
- Zachary Prince noted that there is a requirement for zoning compliance and that as the building



is already existing and that when the owner received the building permit when it was first built, it would be considered to be legal non-conforming.

- John Sepulis asked that a condition be included for the size of the accessory structure remaining on the property including any zoning compliance for the building size.
- Zachary Prince noted that it will clarify the zoning compliance condition.
- There were no further 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. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; 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 proposed 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, a minor variance for the lands to be severed to permit an accessory structure to remain on the property until the residential dwelling is built and including any zoning compliance requirements for the accessory structure building size; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
4. That the Owner remove the small shed attached to the existing garage on the retained parcel 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.
- 5.. That the owner provide a Tree Preservation and Compensation Plan to the Township of Puslinch for the purpose of a peer review; 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.
6. That the owner enter into an agreement with the Township for the purpose of having the Tree Preservation and Compensation Plan peer reviewed to the satisfaction of the Township of Puslinch and the County of Wellington and that the owner shall be responsible for any Township costs associated with the review of the Tree Preservation and Compensation Plan; and further that Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

**CARRIED**

**9. OTHER MATTERS**

- None

**10. CLOSED MEETING**

- None

**11. NEXT MEETING**

- Next Regular Meeting will be held on Tuesday, November 8, 2022 @ 7:00 p.m.

**12. ADJOURNMENT**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
PLANNING & DEVELOPMENT ADVISORY COMMITTEE  
OCTOBER 11, 2022  
7:00 PM  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

Moved by: Dan Kennedy

Seconded by: Deep Basi

That the Planning & Development Advisory Committee is adjourned at 7:40 p.m.

**CARRIED**