



MINUTES

1. CALL THE MEETING TO ORDER

The January 11, 2022 Planning & Development Advisory Committee Meeting was held on the above date and called to order at 7:20 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. The Chair further noted that under Other Matters, Courtenay Hoytfox will be providing a training session to the Committee members regarding the Township's Advertising, Communications and Media Relations Policy.

3. ROLL CALL

MEMBERS IN ATTENDANCE

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

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
Joanna Salsberg, Planner, County of Wellington

4. DISCLOSURE OF PECUNIARY INTEREST

None

5. APPROVAL OF MINUTES

The Chair noted that there is a typo in the December 7, 2021 Minutes. Lynne Banks advised that the error will be corrected prior to sending the Minutes for Council Approval.

Moved by: Dennis O'Connor

Seconded by: Deep Basi

That the Minutes of the Planning & Development Advisory Committee Meeting held Tuesday, December 7, 2021, be adopted.

CARRIED

6. APPLICATION FOR SITE PLAN URBAN DESIGN REVIEW

None

7. ZONING BY-LAW AMENDMENT

None

8. LAND DIVISION

8(a) **Severance application B101-21 (D10-QUI) – Robert and Gerritje Quinnell** – Part Lot 1, Concession 1, municipally known as 1873 Townline Road, Township of Puslinch.

Proposed severance is 63m fr x 73m = 0.46 hectares vacant land for proposed rural residential use.

Retained parcel is 17 hectares with 311m frontage, existing and proposed residential and agricultural use with existing house, barn and storage garage.

- Kyle Quinnell provided an overview of the application.
- There were no comments or questions 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 retained 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 achieve zoning conformity for the existing use on the retained lands 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.
4. That the owner achieve zoning compliance for MDS I to the satisfaction of the Township and the County of Wellington.

CARRIED

8(b) **Severance application B103-21 (D10-MCM) – Daniel McMaster** – Part Lot 6, Concession 2, municipally known as 4445 Wellington Road 32, Township of Puslinch.

Proposed severance is 69.44m fr x 116.77m = 0.81 hectares, existing woodlot, recreation for proposed rural residential use.

Retained parcel is 39 hectares with 228.43m frontage on Wellington Road 34 and 862.58m frontage on Wellington Road 32, existing and proposed agricultural and rural residential use with existing dwelling, bank barn, drive shed, garage and shop.

- Dan McMaster, owner, provided an overview of the application.
- There were no comments or questions from the Committee.

The Committee supports the application in principle, however prior to being considered by the Land Division Committee, the submitted EIS is to be peer reviewed by a qualified professional to the satisfaction of the Township and that the owner shall be responsible for any Township costs associated with the review of the EIS and 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 retained 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 submitted Environmental Impact Study (EIS) be 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 EIS; 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.
4. That the owner enters into a Development Agreement with the Township of Puslinch for the purpose of peer review of the Environmental Impact Study to ensure compliance with the EIS including cost recovery, ensuring the building envelope complies with the EIS, mitigation for tree loss and other items deemed necessary by the Township.
5. That zoning compliance for the proposed severed lot is achieved the satisfaction of the Township.

CARRIED

9. OTHER MATTERS

Township of Puslinch Advertising, Communications and Media Relations Policy.

Courtenay Hoytfox, Municipal Clerk, provided a Power Point presentation to the Committee and Secretary-Treasurer outlining the Township's policy as it relates to advertising, communications and media relations.

10. CLOSED MEETING

- None

11. NEXT MEETING

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

12. ADJOURNMENT

Moved by: Deep Basi

Seconded by: Dan Kennedy

That the Planning & Development Advisory Committee is adjourned at 8:02 p.m.

CARRIED