

Cloudpermit application number
CA-3523001-P-2025-68

Applicant, Property owner, Payer

Last name Coffelt	First name Dana	Corporation or partnership
Street address 20 Rhodes Rd	Unit number	Lot / Con.
Municipality Puslinch	Province Ontario	Postal code N0B 2J0
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Subject Land Information

Address	Legal description	Roll number
20 RHODES ROAD PVT (Primary)	PLAN 560 LOT 9 TOG WITH ROW	2301000003044000000

Sworn Declaration of Applicant

Complete in the presence of a Commissioner for taking affidavits

I, Dana Coffelt, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the Applicant is accurate and that the information contained in the documents that accompany this application is accurate, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Signature of Applicant (sign in the presence of a Commissioner for taking affidavits)

[REDACTED]

Signature of Commissioner for taking affidavits

[REDACTED]

Municipality
Township of
Puslinch

Day, month, year

22 / August / 2025

Place an imprint of your stamp below

Laura Elizabeth Emery, a Commissioner, etc.,
Province of Ontario, for the Corporation of the
Township of Puslinch.
Expires August 31, 2026.

Affidavit and signatures

Applicant

The Dana Coffelt, Applicant is required to agree to erect and maintain a sign on the subject lands and to permit Township employees/representatives to enter the lands for site visits. The sign will be provided to the applicant for posting on the property by Township planning staff along with instructions on how and where to post the sign. The sign must be posted at least 10 days prior to the Committee of Adjustment meeting date for the application and must remain on the property until the 20 day appeal period is expired.

Notice with respect to collection of personal information

Personal information on this form is collected under the authority of the Planning Act. The information is used for the purpose of processing this application and administering the legislation and is maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.



Digitally signed on 2025-07-29, 11:04:57 p.m. EDT by Dana Coffelt.

Send correspondence to	
Send correspondence to <input checked="" type="checkbox"/> Owner(s) <input type="checkbox"/> Agent <input type="checkbox"/> Others	
Who to send the Invoice to <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Agent <input type="checkbox"/> Other	

Provide a description of the "entire" property				
Concession 20 Rhodes Road		Lot PLAN 560 LOT 9 TOG WITH ROW		Registered Plan Number 2301000003044000000
Area in Hectares 0.22983026012141		Area in Acres 0.567922941		Depth in Meters 94.27
Depth in Feet 1014.7138	Frontage in Meters 24.38	Frontage in Feet 262.42414	Width of road allowance (if known)	

Reason for Application	
Please indicate the Section of the Planning Act under which this application is being made <input checked="" type="checkbox"/> Section 45(1) relates to a change to a by-law standard (e.g. setbacks, frontage, height, etc.) <input type="checkbox"/> Section 45(2) relates to a change to or expansion of an existing legal non- conforming use	
What is the nature and extent of the relief that is being applied for? This Minor Variance Application is for placement of an accessory shed between the house and the water frontage.	Why is it not possible to comply with the provisions of the by-law? The home was built forward of the 30-metre water setback, and in order to place a shed where it will serve its intended purpose—providing accessible storage for lakefront-related tools and equipment—it would ideally be situated within that setback area. Due to the configuration of the lot, existing structures, and natural features such as slope and vegetation, there is no practical location outside this zone that allows for both functional access and minimal environmental disruption. The remainder of the lot is largely occupied by the septic system, leaving no viable alternative for relocation. Moving the shed farther from the water would compromise its usability and result in greater land disturbance impacting tree cover and drainage patterns. The proposed placement allows for reasonable and effective use of the property while maintaining a compact footprint and minimizing environmental impact.

What is the current Official Plan and zoning status?	
Official Plan Designation Secondary Agricultural	Zoning Designation Resort Residential
What is the access to the subject property? <input type="checkbox"/> Provincial Highway <input type="checkbox"/> Continually maintained municipal road <input type="checkbox"/> Seasonally maintained municipal road <input checked="" type="checkbox"/> Other <input type="checkbox"/> Continually maintained county road	If other please specify private road, privately maintained
What is the name of the road or street that provides access to the subject property? Rhodes Road PVT	If access is by water only, please describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land to the nearest public road.

Existing and Proposed Service		
Indicate the applicable water supply and sewage disposal:		
Private Well	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Water	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Provincial Water Taking Permit	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Private Septic	<input checked="" type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Communal Septic	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
Other Provincial Waste Water System	<input type="checkbox"/> Existing	<input type="checkbox"/> Proposed
How is storm drainage provided? *		
<input type="checkbox"/> Storm Sewers <input type="checkbox"/> Ditches <input checked="" type="checkbox"/> Swales <input type="checkbox"/> Other means		

Existing Subject and Abutting Property Land Uses, Buildings and their Locations	
What is the existing use of the subject property? Resort Residential	What is the existing use of the abutting properties? Resort Residential

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters 11	Main Building Height in Feet 33	Percentage Lot Coverage in Meters 28.1472944%
Percentage Lot Coverage in Feet 28.1472945%	Number of Parking Spaces 2	Number of Loading Spaces
Number of Floors 2	Total Floor Area in Square Meters 646.91	Total Floor Area in Square Feet 6963.28129
Ground Floor Area (Exclude Basement) in Square Meters 350	Ground Floor Area (Exclude Basement) in Square Feet 3767.37	

Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters 3.048	Main Building Height in Feet 10	Percentage Lot Coverage in Meters 0.388055515%
Percentage Lot Coverage in Feet 0.388055595%	Number of Parking Spaces 0	Number of Loading Spaces 0
Number of Floors 1	Total Floor Area in Square Meters 8.91869	Total Floor Area in Square Feet 96
Ground Floor Area (Exclude Basement) in Square Meters 8.91869	Ground Floor Area (Exclude Basement) in Square Feet 96	

What is the location of all buildings existing and proposed for the subject property? (specify distances from front, rear and side lot lines)

Front Yard in Meters 16.07	Front Yard in Feet 52.723097	Rear Yard in Meters 44.91
Rear Yard in Feet 147.34252	Side Yard (interior) in Meters 3	Side Yard (interior) in Feet 9.84252
Side Yard (Exterior) in Meters n/a	Side Yard (Exterior) in Feet n/a	

What are the dates of acquisition and construction of subject property and building property

Date of acquisition of subject property 2018	Date of construction of buildings property 2021	How long have the existing uses continued on the subject property? 4 years
Has the owner previously applied for relief in respect of the subject property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Other Related Planning Applications

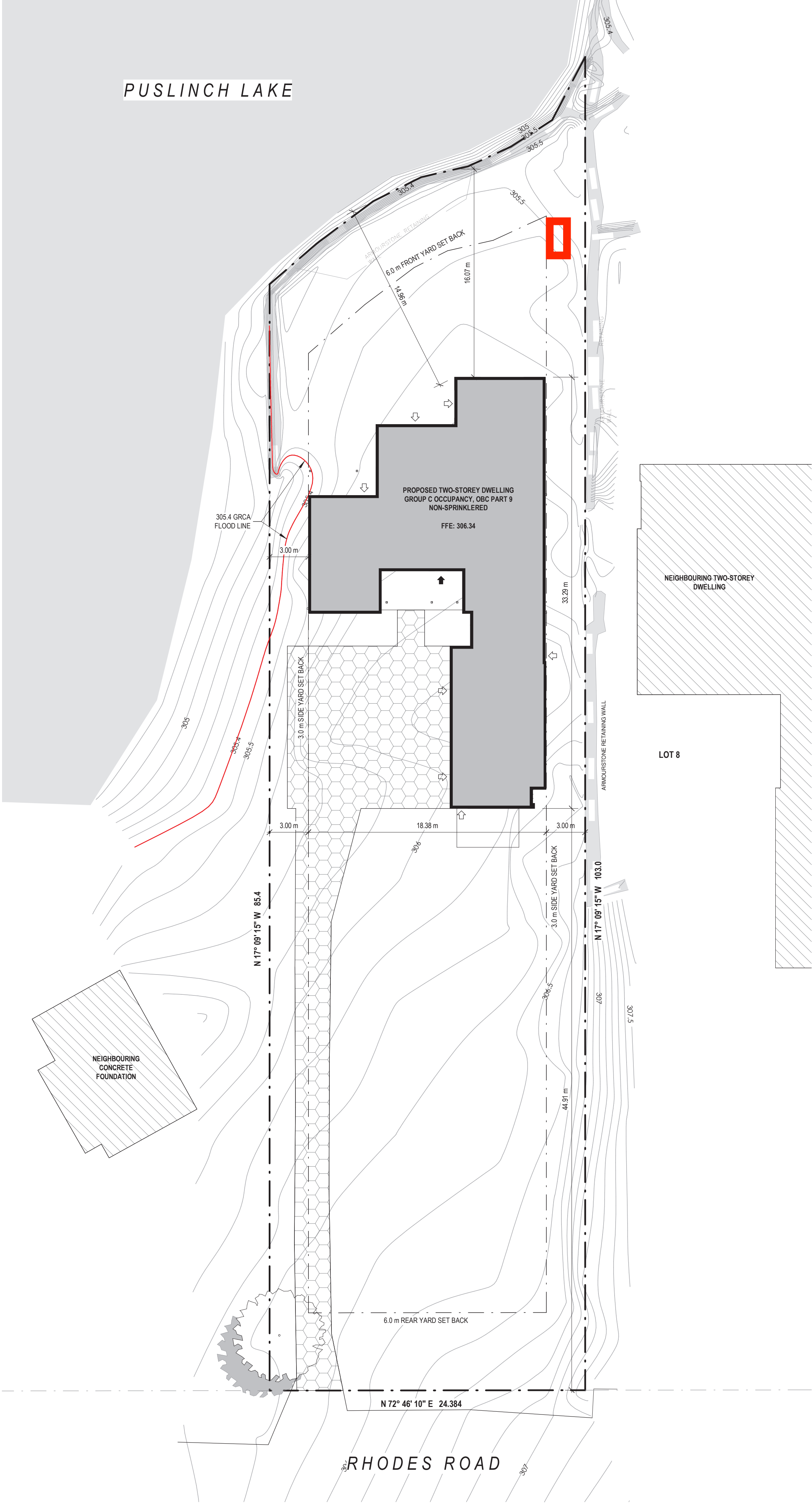
Planning Application: Official Plan Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Zoning By-Law Amendment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Planning Application: Plan of Subdivision <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Consent (Severance) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Planning Application: Site Plan <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Planning Application: Minor Variance <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Minor Variance Application must be commissioned

Please confirm the following

- ☒ I understand that prior to the Minor Variance Application being deemed complete it must be commissioned by all registered owners or the agent responsible for the application.

PUSLINCH LAKE



March 23, 2022
30422-21

Slotegraaf Construction
1741 Bishop Street North
Cambridge, Ontario
N1T 1N5

Attention: Aaron Borgdorff

Dear Sir:

**Re: Sewage System Design
20 Rhodes Road
All of Lot 9, Plan 560
Township of Puslinch**

1.0 Introduction

Van Harten Surveying Inc. is pleased to submit this report for the sewage system design recently completed for the above referenced site located on the north side of Rhodes Road, on the south shore of Puslinch Lake as shown on the Key Map in Appendix A. This work was authorized by Mr. Aaron Borgdorff from Slotegraaf Construction.

In 2021 a permit application was made for the construction of a new privately serviced dwelling at 20 Rhodes Road. For this work, Van Harten Surveying Inc. conducted a topographic survey, MGM Consulting Inc. completed a site grading design and FlowSpec Engineering completed a sewage system design. Permits were issued by the Grand River Conservation Authority (GRCA) and Township of Puslinch and the dwelling is currently under construction.

The purpose of this engineering task is to identify the subsurface conditions at the subject property and prepare a revised sewage system design for construction that complies with the Ontario Building Code (OBC) and suitable for updating the permit issued by the Township.

572 Weber Street North, Unit 7
Waterloo ON N2L 5C6
519-742-8371

Elmira, ON:
519-669-5070

423 Woolwich Street
Guelph, ON N1H 3X3
519-821-2763

660 Riddell Road, Unit 1
Orangeville, ON L9W 5G5
519-940-4110

Collingwood, ON:
249-499-8359

www.vanharten.com

2.0 Background Information

FlowSpec Engineering was retained to prepare a sewage system design for permit application and a copy of this design was provided to Van Harten Surveying Inc. to use as a reference for the current design. Relevant information has been taken from the FlowSpec Engineering design and is included with this report as Appendix B.

Referring to Appendix B, four test pits were advanced in the proposed leaching bed area. The conditions encountered fill or topsoil overlying sand and silt till. Groundwater seepage was observed in Test Pit 2 at a depth of 1.7 m. No free groundwater was observed in Test Pits 1, 3 and 4.

FlowSpec Engineering calculated a peak daily design sewage flow of $Q = 5,750$ L/day for the proposed residence and assigned a percolation rate of $T = 30$ min/cm for the soils that were encountered. An ATL Sewage System was proposed in the southeast corner of the lot and a permit was issued for construction.

3.0 Sewage System Design

The project involves the construction of a new privately serviced single-family residence at 20 Rhodes Road. The purpose of this work is to update a sewage system design that was used for permit application. The following paragraphs of this report provide a summary of necessary design parameters and details of the proposed sewage system.

A percolation rate of $T = 30$ min/cm is chosen for design purposes referencing the design completed by FlowSpec Engineering. This will be confirmed in the field at the time of installation. Based on floor plans provided at the time of application, a peak sewage flow rate of $Q = 5,750$ L/day was calculated by FlowSpec Engineering. Van Harten Surveying Inc. concurs with this sewage flow rate.

As instructed, the approved ATL Sewage System is to be replaced with a Waterloo Biofilter Level IV treatment unit meeting the CAN/BNQ 3680-600 standard. Given the limited area and soil conditions, a shallow buried trench leaching bed is proposed. Details regarding the proposed system are found in the following paragraphs.

The sewage system proposed for the subject property comprises a Waterloo Biofilter Model No AD-BA60 listed on the Annex to the BNQ Certificate of Conformity. A minimum 11,328 L anaerobic digester complete with an internal pump chamber with a minimum pumping capacity of 3,000 L shall be installed upstream of a biofilter tank equipped with a minimum foam volume of 8.4 m³. The effluent from the digester will be time-dosed over foam filter media contained in the biofilter tank and the aerobically treated effluent collected at the base of this tank will be time-dosed to the leaching bed with a portion recirculated to the inlet of the digester for additional treatment.

Referring to the design drawing and considering Unit Precast Ltd. as the supplier, an ADIPC-18200 is proposed upstream of a BT-13600. Depending on the installing contractor, another supplier of the Waterloo Biofilter product may be chosen. Any altered configuration from what is shown on the design drawing must be one that is listed in the Annex to the BNQ Certificate of Conformity.

The treated effluent will be pumped evenly over a 24-hour period to a shallow buried trench leaching bed designed in accordance with Section 8.7.6 of the 2012 OBC. The pump utilized to dose the leaching bed shall provide a minimum of 600 mm head measured at the furthest point in the system. The distribution system comprises 5 runs of 24.4 m length of shallow buried trench installed at 2.0 m spacing. While the length of shallow buried trench is based on the underlying native soil, it is recommended that sand fill be imported to the site as indicated on the design drawing to provide a better drainage environment and minimize the potential of smearing during excavation.

In Accordance with 8.7.2.2 (2) and as noted on the attached design drawing, the header line and distribution pipes within a leaching bed shall be constructed to allow for future subsurface detection by magnetic means, by means of a 14-gauge TW solid copper light coloured plastic coated tracer wire or by another means of subsurface detection. Future detection of the sewer line between the house and tank as well as between the tank and leaching bed may also be beneficial and should be considered by the installer.

Please refer to Appendix A for design drawings of the proposed sewage system illustrating the depth and area of imported material, and for construction and inspection requirements.

4.0 Operation and Maintenance

The sewage system must be operated within the parameters for which it was designed and must be maintained according to Section 8.9 of the OBC. Proper use and maintenance of the system is necessary to minimize the potential of failure and to maximize the life of the system. Please refer to Appendix A for general operation and maintenance guidelines.

In accordance with 8.6.2.2 of the OBC, the owner shall obtain from the manufacturer of the chosen treatment unit, literature regarding the operating, servicing, and maintenance requirements of the unit and its related components to ensure proper operation in accordance with the design and specifications.

The owner shall not operate the treatment system until they have entered into an agreement with a person who possesses a copy of a technical manual and is authorized by the manufacturer to service and maintain the chosen system. The person authorized to carry out the service work must notify the Chief Building Official if their agreement has been terminated or if the owner of the system denies access.

The person authorized by the manufacturer of the system shall take a grab sample of the treated effluent to determine the level of CBOD₅ and suspended solids with results submitted promptly to the chief building official. The samples shall be taken once in the first twelve months and once each year thereafter as detailed in 8.9.2.4 (2). The concentration of CBOD₅ and suspended solids is deemed to comply with Table 8.6.2.2 when it does not exceed 20 mg/L for each of these parameters. In the event that test results do not comply with Table 8.6.2.2, resampling shall be completed in accordance with 8.9.2.4 (4). Please refer to 8.9.2.4 for details regarding the sampling requirements.

5.0 Water Supply

Referring to the design drawing, the water supply for the house being constructed at 20 Rhodes Road will be provided by a new drilled well located on the north side of the residence to replace a previously decommissioned well on the property. No other wells were found by FlowSpec to be in the immediate vicinity of the proposed sewage system.

Referring to the design drawing, the proposed sewage system is located much more than 15 m away from an existing drilled well to the east. The well location for the lot to the west was not found by FlowSpec. The builder and installing contractor should make an effort to identify the well location to help ensure that adequate separation is met.

6.0 Approval and Construction Requirements

This report must be submitted along with a completed application to the Township of Puslinch for review and approval, prior to construction of the proposed sewage system. Any technical questions arising from the review of the report should be directed to Van Harten Surveying Inc.

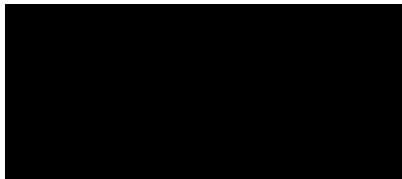
Copies of this report may be submitted to various licensed contractors to obtain cost estimates to install the proposed sewage system. The contractor shall contact Van Harten Surveying Inc. to clarify any questions concerning the installation requirements and to carry out the construction inspection requirements outlined in Appendix A.

7.0 Closure

The completed sewage system design and report is specific to the subject property and cannot be applied to different properties. The proposed system exceeds the minimum requirements of the OBC, given the design percolation rate and peak daily sewage flow, and is suitable for review and approval by the Township of Puslinch. It is noted that all private on-site sewage systems have a limited capacity, and it is the sole responsibility of the owner to expand or replace the system in the future if it becomes necessary.

I trust that this report and design has been completed within our terms of reference and is suitable for your present requirements. Please contact our office if you have any questions or require further consultation.

Van Harten Surveying Inc.



John Duffy, P.Eng.
Consulting Engineer



Encl. Appendix A – Specifications and Design Drawing
Encl. Appendix B – Background Information

APPENDIX A

SPECIFICATIONS AND DESIGN DRAWING

SEWAGE SYSTEM MATERIALS

1. All material utilized in the construction of the proposed sewage system must conform to the requirements of the 2012 Ontario Building Code.
2. The chosen treatment unit shall be CAN/BNQ 3680-600 certified.
3. A treatment unit that contains mechanical components shall be equipped with an audible and visual warning alarm so located to warn the occupants of the building served or the operator of the treatment unit of a malfunction in the operation of the treatment unit.
4. All treatment units shall permit the sampling of effluent.
5. The pump chamber shall provide sufficient storage volume so that the effluent is evenly dosed on an hourly basis over a 24 hour period.
6. Sewer line shall be no less than 100 mm (4 inch) trade size PVC pipe. Pressurized distribution pipe used in the sewage system shall be no less than 25 mm (1 inch) trade size and have orifices of at least 3 mm in diameter spaced equally along the length of the pipe. Every pressurized distribution pipe shall be self-draining so as to prevent freezing of its contents.
7. Chambers shall be constructed with Infiltrator EQ24 or equivalent.
8. The sand layer shall be comprised of sand that has a percolation time of $T = 5$ to 10 min/cm with not more than 5% fines passing through a 0.074 mm (No. 200) sieve.

CONSTRUCTION REQUIREMENTS

1. The installation of the leaching bed must conform to the various construction requirements in Division B-Part 8 of the 2012 OBC.
2. The contractor is to strip topsoil and stockpile this material away from the proposed leaching bed area. Once removed, the area is to be sub excavated to the specified subgrade elevations and scarified perpendicular to the slope of the subgrade.
3. Approved sand fill is to be end-dumped at the edge of the prepared leaching bed and either pushed or cast across the open subgrade. Dump trucks are not to travel across the prepared subgrade.
4. Shallow buried trench is to be constructed in absorption trenches at minimum 2.0 m spacing. The effluent shall be evenly distributed through the system while providing a pressure head of not less than 600 mm when measured to the most distant point from the pump.
5. The header and pressurized distribution pipes within the leaching bed shall be constructed so that they can be detected by magnetic means; by means of a 14 gauge TW solid copper light coloured plastic coated tracer wire; or other means of subsurface detection.
6. The sewage system is to be backfilled immediately following inspection. Topsoil is to be placed and grass growth established as soon as possible. Surface grading shall conform to the approved lot grading plan.

INSPECTION REQUIREMENTS

1. The contractor shall contact the local township or municipality at the start of the project to determine what inspections would be required by them to permit backfilling of the system.
2. The contractor shall contact Van Harten Surveying Inc. to carry out a base inspection prior to placing sand fill. The purpose of the inspection is to certify that soil and groundwater conditions are consistent with the design, and that the base is properly graded and scarified.
3. The contractor shall contact Van Harten Surveying Inc. to carry out a second inspection prior to backfilling, once the tanks and pipes are constructed. The purpose of this inspection is to certify that the tanks and leaching bed are constructed in accordance with the design.
4. It is recommended that Van Harten Surveying Inc. be retained to carry out a final inspection of the sewage system once the system is backfilled (mandatory in some municipalities). The purpose of the inspection is to certify that the sewage system has been properly backfilled and graded in accordance with Section 8.7.2.1. (3) of the OBC and that grass growth has been established.

OPERATION AND MAINTENANCE

1. The sewage system must be operated and maintained in accordance with Section 8.9 of the OBC.
2. Referring to 8.9.2.4, a grab sample of treated effluent shall be taken within the first twelve months of operation and once each year thereafter to determine the level of CBOD₅ and suspended solids. The concentration of CBOD₅ and suspended solids is deemed to comply with Table 8.6.2.2 when it does not exceed 20 mg/L for each of these parameters. In the event that test results do not comply with Table 8.6.2.2, resampling shall be completed in accordance with 8.9.2.4 (4). The results of all sampling events are to be submitted promptly to the local chief building official.
3. Excessive use of bleaches and other cleaning agents can kill bacteria in the sewage system and cause operation problems. Water softener and other backwash discharge are harmful to sewage systems and shall not be connected to the sanitary sewer. Paint and other solvents can destroy the biological operation of the system and shall not be discharged to the system. The sewage system is designed for domestic sewage only.
4. The owner shall use reasonable water conservation techniques to not overload the system with excessive peak flows or high day to day average daily water use.
5. All unnecessary sources of water shall be removed from the sewage system. For example, sump pump discharge and roof leaders should discharge to properly graded swales away from the septic tank and leaching bed.
6. The leaching bed should be provided with grass cover to reduce the amount of infiltration and promote evaporation and transpiration of water from the ground.
7. The owner must operate and maintain the system within the limits of the design and Section 8.9 of the OBC.

APPENDIX B

BACKGROUND INFORMATION

Derivation of Design Parameters

Soil percolation time (i.e., infiltration rate) and peak wastewater flow were the principal parameters used for the design of the WTS. FlowSpec derived these parameters as presented in the following sections.

Soil Percolation Time

A soil percolation time was assessed for the design using the following methodology: i) classification of each relevant soil deposit using the Unified Soil Classification System, ii) correlation with a percolation time using OBC Supplementary Standard SB-6, "Percolation Time and Soil Descriptions", and iii) modification, as necessary, to account for observed physical characteristics (i.e., density, consistency, and structure). The following table summarizes the assessment:

Soil Description	Unified Soil Classification	Percolation Time (min/cm)
SAND AND SILT TILL, trace to some gravel	SM-ML	30

Based on founding of the bed on the sand and silt till deposit, a soil percolation time of 30 min/cm was used for the design.

Peak Wastewater Flow

A peak wastewater flow was calculated for the design using occupancy data supplied by the client/owner and prescribed flow-rates from OBC Table 8.2.1.3.A. The following table outlines the calculation:

Occupancy Data		OBC Peak Wastewater Flow (L/day)
A	4 bedrooms	2,000
B	0 bedrooms over 5	0
C	647 m ² finished floorspace (above-grade storeys only)	3,750
D	46 plumbing fixture units per OBC Table 7.4.9.3.	1,300
Total = A + (greater of B, C, and D)		5,750

An OBC peak wastewater flow of 5,750 L/day was used for the design.

