

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph ON N1H 3T9

October 9, 2025

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

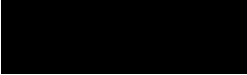
The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: October 06, 2025

FILE NO. B72-25

APPLICANT

Michael & Victoria Chartrand



LOCATION OF SUBJECT LANDS

Township of Puslinch
Part Lot 23
Concession 8

Proposed severance is 0.46 hectares with 43m frontage, existing and proposed rural residential use with existing shed. Revised submission of lapsed application B52-23.

Retained parcel is 1.1 hectares with 92m frontage, existing and proposed rural residential use with existing dwelling and garage.

IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BY

November 12, 2025

Comments can be provided by mail at address above or by email landdivisioninfo@wellington.ca

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this Application for Consent.

NOTE: Any verbal or written comment/objection submitted to the County of Wellington regarding this application which is being processed under the Planning Act, may be made public as part of the process.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Land Tribunal may dismiss the appeal.

If you wish to **attend** the public meeting to consider the application, please request to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing and provide your email address** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Ontario Land Tribunal. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Ontario Land Tribunal by the applicant or another member of the Public.

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph, ON N1H 3T9.
Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

RECIPIENTS:

- Local Municipality – Puslinch
- County Planning
- Conservation Authority - GRCA
- Source Water Protection
- Bell Canada (email)
- County Clerk
- Roads/Solid Waste
- Civic Addressing
- Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, ext. 2170 or 2160 Fax: 519-837-3875

Required Fee: \$ 5370
Fee Received: Oct 6/25File No. B72-25Accepted as Complete on: Oct 6/25**A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION**2. (a) Name of Registered Owner(s) or Purchaser Michel Lorenzo Chartrand & Victoria Lynn ChartrandAddress 90 Gilmour Road, Puslinch, ON, N1L 1G6

Phone No. [REDACTED]

Email: [REDACTED]

NOTE: if application submitted by purchaser, a copy of the signed "Purchase/Sale agreement" is required.

(b) Name and Address of Applicant (as authorized by Owner/Purchaser) _____

Phone No. _____

Email: _____

(c) Name and Address of Owner's Authorized Agent: _____

Jeff Buisman of Van Harten Surveying Inc.2106 Gordon Street, Guelph, ON, N1L 1G6Phone No. 519-821-2763 x225Email: Jeff.Buisman@vanharten.com(d) All Communication to be directed to:

REGISTERED OWNER/PURCHASER []

APPLICANT []

AGENT [X]

(e) Notice Cards Posted by:

REGISTERED OWNER/PURCHASER []

APPLICANT []

AGENT [X]

(f) Number of Certificates Requested 1 (Please see information pages)

3. Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)

RURAL RESIDENTIAL[X] AGRICULTURAL[] URBAN RESIDENTIAL[] COMMERCIAL/INDUSTRIAL[]

ORTo create a new lot for rural residential purposes

EASEMENT [] RIGHT OF WAY [] CORRECTION OF TITLE [] LEASE [] CANCELLATION []

(a) If proposed parcel has an EASEMENT or RIGHT OF WAY intended to be included, a solicitor is to be contacted ahead of submission to confirm if a separate application for Consent is required.

(b) known, the name of person to whom the land or an interest in the land is to be transferred, charged or leased.

Future owner unknown

4. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Puslinch

Concession 8

Lot No. 23

Registered Plan No. _____

Lot No. _____

Reference Plan No. 61R-8303
61R-8873

Part No. 1
1

Civic Address 90 Gilmour Road

(b) When was property acquired: September 2000

Registered Instrument No. LT38485

5. Description of Land intended to be SEVERED:

Metric ☒ Imperial ☐

Frontage/Width 43 / 33±

AREA 0.46 ha ±

Depth 122 ±

Existing Use(s) Rural Residential

Existing Buildings or structures: Shed (to remain)

Proposed Uses (s): Rural Residential - Single-detached dwelling

Type of access (Check appropriate space)

Existing ☐

Proposed ☒

- ☐ Provincial Highway
- ☐ County Road
- ☒ Municipal road, maintained year round
- ☐ Municipal road, seasonally maintained
- ☐ Easement

- ☐ Right-of-way
- ☐ Private road
- ☐ Crown access road
- ☐ Water access
- ☐ Other

Type of water supply - Existing ☐ Proposed ☒ (check appropriate space)

- ☐ Municipally owned and operated piped water system
- ☒ Well ☒ individual ☐ communal
- ☐ Lake
- ☐ Other

Type of sewage disposal - Existing ☐ Proposed ☒ (check appropriate space)

- ☐ Municipally owned and operated sanitary sewers
- ☒ Septic Tank (specify whether individual or communal): Individual
- ☐ Pit Privy
- ☐ Other (Specify): _____

6.

Description of Land intended to be RETAINED:

Metric [X]

Imperial []

Frontage/Width

92 / 86 ±

AREA

1.1 ha ±

Depth

122 ±

Existing Use(s)

Rural Residential

Existing Buildings or structures:

Dwelling and Garage

Proposed Uses (s):

No Change

Type of access (Check appropriate space)	Existing [X]	Proposed []
☐ Provincial Highway	☐ Right-of-way	
☐ County Road	☐ Private road	
☒ Municipal road, maintained year round	☐ Crown access road	
☐ Municipal road, seasonally maintained	☐ Water access	
☐ Easement	☐ Other	

Type of water supply - Existing [X] Proposed [] (check appropriate space)

☐ Municipally owned and operated piped water system

☒ Well ☒ individual ☐ communal

☐ Lake

☐ Other

Type of sewage disposal - Existing [X] Proposed [] (check appropriate space)

☐ Municipally owned and operated sanitary sewers

☒ Septic Tank (specify whether individual or communal): Individual

☐ Pit Privy

☐ Other (Specify):

7.

Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)?

YES [X]

NO []

*If yes, see sketch requirements and the application must be accompanied by a MINIMUM DISTANCE SEPARATION FORM.

8.

Is there a landfill within 500 metres [1640 feet]?

YES []

NO [X]

9.

a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']?

YES []

NO [X]

10.

Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]?

YES [X]

NO []

11.

Is there any portion of the land to be severed or to be retained located within a floodplain?

YES []

NO [X]

12.

Is there a provincial park or are there Crown Lands within 500 metres [1640']?

YES []

NO [X]

13.

Is any portion of the land to be severed or retained within a rehabilitated mine/pit site?

YES []

NO [X]

14.

Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']?

YES [X]

NO []

15.

Is there a noxious industrial use within 500 meters [1640']?

YES []

NO [X]

16.

Is there an active or abandoned principal or secondary railway within 500 metres [1640']?

YES [X]

NO []

Name of Rail Line Company:

County of Wellington

LAND DIVISION FORM – SEVERANCE

Revised July 2024

17. Is there an airport or aircraft landing strip nearby? YES [] NO [X]

18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES [] NO [X]

19. PREVIOUS USE INFORMATION:

a) Has there been an industrial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of industrial use(s)?

b) Has there been a commercial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of the commercial use(s)?

c) Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping)? YES [] NO [X] UNKNOWN []

d) Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES [] NO [X] UNKNOWN []

If YES, specify the use and type of fuel(s)

20. Is this a resubmission of a previous application? YES [X] NO []

If YES, is it identical [] or changed [X] Provide previous File Number B52-23

Approved subject to conditions but conditions not completed in file and file lapsed

21. a) Has any severance activity occurred on the land from the holding which existed as of March 1, 2005 and as registered in the Land Registry/Land Titles Office? YES [] NO [X]

b) If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and provide: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred.**

22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors? YES [] NO [X] UNKNOWN []

23. Under a separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application? YES [] NO [X]

24. Provide explanation of how the application is consistent with the Provincial Policy Statement.

This application is consistent with the PPS as per Section 2.3.3.3 where it states that new land uses, including the creation of lots shall comply with the minimum distance separation formula.

25. In addition to Places to Grow (Provincial Growth Plan), is the subject land within an area of land designated under the Greenbelt Plan? Provide explanation of how the application conforms or does not conflict with the Provincial plan or plans.

There is an area of Natural Heritage System features located on the property; however they are far from the severance and not a concern for this application.

26. a) Indicate the existing **County Official Plan** designation(s) of the subject land, and provide explanation of how the application conforms with the Official Plan (severed and retained).

The subject property is designated as Secondary Agricultural and Core Greenlands in the Official Plan. Section 10.4.4 of the Official Plan that states that lot creation for residential uses is permitted in lands designated as Secondary Agricultural provided the criteria is met.

b) Indicate the existing **Local Official Plan** (if any) designation(s) of the subject land, and provide explanation of how the application conforms with the Official Plan (severed and retained).

N/A

c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).

Amendment Number(s): _____ File Number(s): _____

27. Is the subject land a proposed surplus farm dwelling?* YES [] NO [X]

*If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.

28. What is the zoning of the subject lands? Agricultural and Natural Environment

29. Does the proposal for the subject lands conform to the existing zoning? YES [X] NO []

If NO, a) has an application been made for re-zoning?
YES [] NO [] File Number _____

b) has an application been made for a minor variance?
YES [X] NO [] File Number D13/CHA - Approved with Township

30. Are the lands subject to any mortgages, easements, right-of-ways or other charges? YES [X] NO []

If the answer is YES, please provide a copy of the relevant instrument.
For mortgages just provide complete name and address of Mortgagee.

•

Questions 31 – 34 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state “not Applicable”

31. Type of Farm Operation conducted on these subject lands: None

Type: Dairy [] _____

Beef Cattle [] _____

Swine [] _____

Poultry [] _____

Other [] _____

32. Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands

<u>Severed</u>	Width	<u>6.0±m</u>	Length	<u>8.0±m</u>	Area	<u>50±m²</u>	Use	<u>Shed</u>
<u>Retained</u>	Width	<u>11.0±m</u>	Length	<u>12.0±m</u>	Area	<u>130±m²</u>	Use	<u>Garage</u>



October 2, 2025

34762-25

Jeff.Buisman@vanharten.com

County of Wellington Land Division Committee
74 Woolwich Street
Guelph, Ontario
N1H 3T9

Attention: Deborah Turchet

Dear Ms. Turchet:

**Re: Severance Application & Sketch
Previously Approved Severance B52-23
90 Gilmour Road
Part of Lot 23, Concession 8
PIN 71195-0683
Township of Puslinch**

RECEIVED

OCT 06 2025

SECRETARY TREASURER
WELLINGTON COUNTY
LAND DIVISION COMMITTEE

Please find enclosed an application for a severance on the above-mentioned property. Included with this submission are copies of the severance sketch, completed application form, PIN Report and Map, the required deeds, a cheque to the GRCA for \$465.00 and a cheque to County of Wellington for \$5,370.00.

Proposal:

This proposal is almost identical to severance application B53-23 that was approved, subject to conditions in September 2023 for the subject property. The owner's intention was to keep the shed located on the Severed Parcel. However due to miscommunication on the configuration, the application was approved which showed the shed to be removed and the owner was not able to complete Severance Application B52-23 and keep the shed.

The property owners would now like to re-apply for the severance with a slightly altered configuration from B52-23 as well as keep the existing shed. The proposed property line has been rotated clockwise and shifted 3m to the west relative to the configuration approved by B53-23. This reconfiguration allows for the new driveway on the severed parcel to be comfortably located between the shed and the new property line. The other benefit of the rotated property line is that it is now more parallel to the wall of the garage.

The proposal is to sever the property at #90 Gilmour Road (PIN 71195-0683) for rural residential purposes. The Severed Parcel will have a frontage of 43±m, depth of 122±m, for an area of 0.46±ha where the existing small shed will remain and a new single-detached dwelling is proposed.

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

2106 Gordon Street
Guelph, ON, N1L 1G6
519-821-2763

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

www.vanharten.com

We acknowledge that an accessory building is not permitted on a parcel without a principal dwelling. The intention is to work with the Township to either have an agreement signed that a dwelling will be constructed within a certain time period or apply for a minor variance to permit the shed without a dwelling for a specified timeframe until the dwelling is constructed. We acknowledge that this process will require an adequate deposit with the Township. The parcel meets zoning in terms of lot area, frontage and setbacks. Also, there is ample room for a proposed building envelope and septic as shown on the sketch. The proposed driveway has been evaluated, and safe access is possible.

The Retained Parcel (#90) will have a frontage of $92\pm\text{m}$, depth of $122\pm\text{m}$, for an area of $1.1\pm\text{ha}$ where the existing dwelling and detached garage will remain. The limit has been set so that the side yard for the existing garage will meet the zoning requirements (zoning is 2.0m , proposed is about 4.3m) as well as provide ample room beside the garage. There is a hydro pole located to the side of the garage and the proposed limit has been set to a least 0.5m from the pole so that it can remain with the retained parcel. The remaining zoning requirements are met for the Retained Parcel, and the driveway will continue to provide safe access to the dwelling.

Minimum Distance Separation (MDS):

As part of the previous severance application B53-23, MDS was reviewed in detail and there was only one barn in question that needed to be addressed, which is the building located at 76 Gilmour Road. At the time, the previous Agent noted that the property owner refused to fill in the MDS Form and that the building is used as a storage shed. MDS was still completed based on the approximate area of the "barn" and it being unoccupied. Based on this, the MDS calculation using Type B, was 255m , however, the actual distance to the original severance configuration was 217m . A minor variance was applied for and approved with the Township of Puslinch (D13/CHA) to permit the reduced MDS distance of 217m .

However, since the proposed boundary is being shifted to the west, this means the new distance will be $214\pm\text{m}$ vs 217m approved in the minor variance. While this distance is to the proposed lot line, the distance to any potential dwelling on the severed parcel is further than 217m . There is also the fact that this building is not a barn according to the property owner and therefore, MDS is not applicable. We will continue discussions with the Township on how to address this – whether this building is even considered a barn, whether a new minor variance is required (for a reduction of 3m) or whether this distance can be based on the fact that any dwelling must have an interior side yard setback of 3.0m according to Table 11.3 of the Zoning By-law, therefore the distance of 217m will be easily met to any future dwelling on the severed parcel and MDS is met for the severance.



Zoning & Official Plan:

The subject property is zoned Agricultural and portion of Natural Environment, and the Reduced Lot Requirements listed in Table 11.3 of the Zoning By-law will be met for the Severed and Retained Parcels.

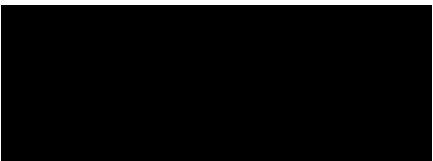
The parcel has a designation of Secondary Agricultural and Core Greenlands in the County of Wellington Official Plan which allows for a severance, provided that certain criteria (Section 10.4.4) are met. We reviewed this section, and we provide the opinion that the relevant criteria are met including the following:

- The severed lands are designated Secondary Agricultural.
- Ownership is longer than 5 years.
- No severance since March 2005 – previously approved but not finalized.
- Safe entrance is available – sight lines have been evaluated.
- Adequate space for new dwelling and septic.
- No impacts on environmentally sensitive lands or woodlot.
- No impact or concerns on aggregate operations to severance.
- Zoning requirements are met for the severed parcel.
- MDS requirements are met.

In summary, the proposal is essentially the same as the original application that was approved two years ago. This application changes the configuration so that the shed on the severed parcel can be kept. This proposal is practical and provides a great opportunity to utilize the vacant, open yard to create a new rural residential parcel while adhering to the reduced lot regulations of the Zoning By-law and the relevant criteria for a severance.

Please call me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.



Jeffrey E. Buisman B.E.S, B.Sc.
Ontario Land Surveyor

cc Michel & Vicky Chartrand
cc Jordan Chartrand

33. Manure Storage Facilities on these lands: None

DRY		SEMI-SOLID		LIQUID	
Open Pile	[]	Open Pile	[]	Covered Tank	[]
Covered Pile	[]	Storage with Buck Walls	[]	Aboveground Uncovered Tank	[]
				Belowground Uncovered Tank	[]
				Open Earth-sided Pit	[]

34. Are there any drainage systems on the retained and severed lands? YES [] NO [X]

Type	Drain Name & Area	Outlet Location
Municipal Drain	[]	Owner's Lands []
Field Drain	[]	Neighbours Lands []
		River/Stream []

35. **Source Water Protection Plan**

Is the subject land within a Wellhead Protection Area, Issue Contributing Area, or Intake Protection Zone of a Source Protection Plan in effect? (www.wellingtonwater.ca) YES [] NO [X]

If YES, please complete the [Source Water Protection Form](#) and submit with your application.

36. Have you had a pre-consultation meeting with **County Planning Staff** before filling out this application form?
Please refer to instruction page.

YES [] NO [X]

If yes, please indicate the person you have met/spoken to:

37. If you wish to provide some further information that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.

Please see covering letter for more details.

OWNER'S/PURCHASER'S AUTHORIZATION:

The Owner/Purchaser must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner/purchaser is listed in item #2 of this application, then all owners/purchasers must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner/Purchaser is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

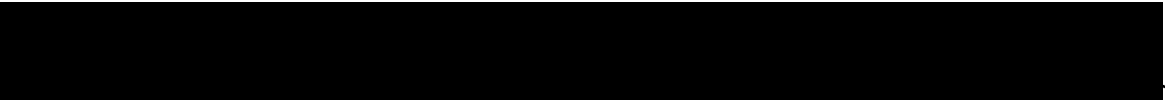
I, (we), Michel Lorenzo Chartrand & Victoria Lynn Chartrand the Registered Owners/Purchasers of

Part of Lot 23, Concession 8; Part 1, 61R-8303 & Part 1, 61R-8873 Of the Township of Puslinch
in the

County/Region of Wellington severally and jointly, solemnly declare that

Jeffrey E. Buisman, OLS, of Van Harten Surveying Inc.

Is authorized to submit an application for consent on my (our) behalf.


Signature(s) of Registered Owner(s)/Purchasers or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

I, (we) Jeffrey E. Buisman, OLS, of Van Harten Surveying Inc. of the

City of Guelph In the County/Region of

Wellington Solemnly declare that all

the statements contained in this application for consent for (property description)

Part of Lot 23, Concession 8; Part 1, 61R-8303 & Part 1, 61R-8873 Of the Township of Puslinch

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

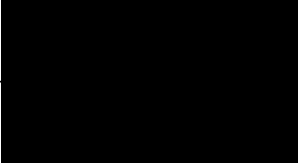
DECLARED before me at the

City Of  (Owner/Purchaser or Applicant)

Guelph In the

County/Region of Wellington

This 2 day of Oct. 20 25 (Owner/Purchaser or Applicant)


aths


Printed Commissioner's Name
James Michael Laws,
a Commissioner, etc.,
Province of Ontario,
for Van Harten Surveying Inc.
Expires May 21, 2027.

APPLICANT'S CONSENT (FREEDOM OF INFORMATION):

In accordance with the provisions of the Planning Act, it is the policy of the County Planning and Development Department to provide public access to all development applications and supporting documentation. In submitting this development application and supporting documentation, I, Jeff Buisman of Van Harten Surveying Inc., the applicant, hereby acknowledge the above-noted and provide my consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act that the information on this application and any supporting documentation provided by myself, my agents, solicitors, and consultants will be part of the public record and will also be available to the general public.

Signature of Owner/Purchaser/Applicant/Agent(s)

Date

OCT 2, 2015

THIS APPLICATION PACKAGE IS TO BE SUBMITTED TO:

Secretary-Treasurer
Planning and Development Department
County of Wellington
74 Woolwich Street
Guelph, Ontario
N1H 3T9

Phone (519) 837-2600 Ext. 2170

