

Cloudpermit application number CA-3523001-P-2025-123

Applicant		
Last name Keast	First name Hailey	Corporation or partnership
Street address 2106 Gordon Street	Unit number	Lot / Con.
Municipality Guelph	Province Ontario	Postal code N1L 1G6
Other phone	Mobile phone +1 519-821-2763	
Fax	Email hailey.keast@vanharten.com	

Agent		
Last name Buisman	First name Jeff	Corporation or partnership Van Harten Surveying Inc.
Street address 2106 Gordon Street	Unit number	Lot / Con.
Municipality Guelph	Province Ontario	Postal code N1L 1G6
Other phone +1 5198212763	Mobile phone +1 519-821-2763	
Fax	Email jeff.buisman@vanharten.com	

Property owner, Payer		
Last name Mast	First name Deborah	Corporation or partnership
Street address 4225 Sideroad 25	Unit number RR#2	Lot / Con.
Municipality Cambridge	Province Ontario	Postal code N3C 2V4
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

Subject Land Information		
Address	Legal description	Roll number
4225 SIDEROAD 25 S (Primary)	CON 1 REAR PT LOT 26 RP;61R5646 PART 1	2301000004122600000

Sworn Declaration of Applicant

Complete in the presence of a Commissioner for taking affidavits

I, Van Harten Surveying Inc. (Jeff Buisman), 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)



Signature of Commissioner for taking affidavits

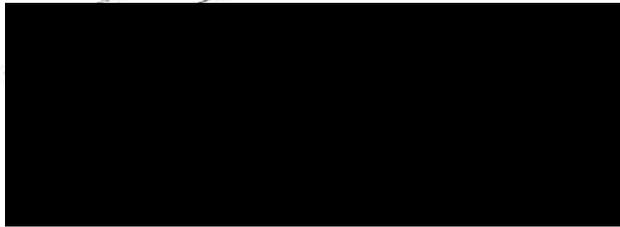
Municipality

Day, month, year

Guelph

5/12/2025

Place an imprint of your stamp below



Affidavit and signatures

Applicant

The Hailey Keast, 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 2025-12-05, 2:54:33 p.m. EST by Hailey Keast.

Send correspondence to	
Send correspondence to <input type="checkbox"/> Owner(s) <input checked="" type="checkbox"/> Agent <input checked="" type="checkbox"/> Others	Please provide the name of Other Hailey Keast
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 1	Lot 26	Registered Plan Number Part 1, 61R-5646	
Area in Hectares 2.4ha	Area in Acres 5.9	Depth in Meters 416m	
Depth in Feet 1364	Frontage in Meters 20.0	Frontage in Feet 65.6	Width of road allowance (if known) 20.12m

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? To permit a minimum lot frontage for the Retained Parcel of 20.0m vs 25.0m as required in Table 11.3 of the Zoning By-law.	Why is it not possible to comply with the provisions of the by-law? A severance was approved, subject to conditions (B30-25) for rural residential purposes. The Retained Parcel is vacant, flag shaped lot with a narrower frontage and widens to the rear where a dwelling could be built in the future. The minor variance is required as a condition of the severance. The site has been evaluated and safe access is possible within the 20.0m frontage and it will not have a negative impact on adjacent properties. This request is considered minor in nature. The zoning is met for the existing dwelling on the Severed Parcel.

What is the current Official Plan and zoning status?	
Official Plan Designation Secondary Agricultural, Greenlands and within the Earth Science ANSI	Zoning Designation Agricultural and Environmental Protection Overlay
What is the access to the subject property? <input type="checkbox"/> Provincial Highway <input checked="" type="checkbox"/> Continually maintained municipal road <input type="checkbox"/> Seasonally maintained municipal road <input type="checkbox"/> Other <input type="checkbox"/> Continually maintained county road	
What is the name of the road or street that provides access to the subject property? Sideroad 25 South	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. N/A

Existing and Proposed Service		
Indicate the applicable water supply and sewage disposal:		
Private Well	<input type="checkbox"/> Existing	<input checked="" 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 type="checkbox"/> Existing	<input checked="" 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 checked="" type="checkbox"/> Ditches <input 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? Rural Residential	What is the existing use of the abutting properties? Rural Residential, Agricultural and Extractive

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters N/A	Main Building Height in Feet N/A	Percentage Total Lot Coverage N/A
Percentage Accessory Lot Coverage N/A	Number of Parking Spaces N/A	Number of Loading Spaces N/A
Number of Floors N/A	Total Floor Area in Square Meters N/A	Total Floor Area in Square Feet N/A
Ground Floor Area (Exclude Basement) in Square Meters N/A	Ground Floor Area (Exclude Basement) in Square Feet N/A	

Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters N/A	Main Building Height in Feet N/A	Percentage Total Lot Coverage N/A
Percentage Accessory Lot Coverage N/A	Number of Parking Spaces N/A	Number of Loading Spaces N/A
Number of Floors N/A	Total Floor Area in Square Meters N/A	Total Floor Area in Square Feet N/A
Ground Floor Area (Exclude Basement) in Square Meters N/A	Ground Floor Area (Exclude Basement) in Square Feet N/A	

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 N/A	Front Yard in Feet N/A	Rear Yard in Meters N/A
Rear Yard in Feet N/A	Side Yard (interior) in Meters N/A	Side Yard (interior) in Feet N/A
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 January 6, 1992	Date of construction of buildings property Pending minor variance approval and finalizing severance	How long have the existing uses continued on the subject property? Decades
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 checked="" type="checkbox"/> Yes <input 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	
Are there any easements on the subject property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Consent (Severance): File Number B30-25	Consent (Severance): Approval Authority County of Wellington	Consent (Severance): Subject Lands Part of Lot 26, Concession 1
Consent (Severance): Purpose Rural Residential Severance	Consent (Severance): Status Approved, subject to conditions	

Minor Variance Application must be commissioned

I understand that the required sketch must include the following information:

The boundaries and dimensions of the subject land.

The location, size and type of all existing and proposed buildings and structures on the subject land, indicating the distance of the buildings or structures from the front yard lot line, rear yard lot line and the side yard lot lines.

The approximate location of all natural and artificial features on the subject land and on land that is adjacent to the subject land that, in the opinion of the applicant, may affect the application. Examples include buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks.

The current uses on land that is adjacent to the subject land.

The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way.

If access to the subject land is by water only, the location of the parking and docking facilities to be used.

The location and nature of any easement affecting the subject land.

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.

SITE ALTERATION APPROVED TIME

Site Alteration activities shall not occur under the following conditions:

1. Between the hours of 5:00 p.m. and 8:30 a.m. Monday to Friday.
2. Anytime on a Saturday, Sunday, or Statutory Holiday;
3. During any period in which a wind warning has been issued by Environment Canada;
4. During any weather conditions where the ability to mitigate Site Alteration activity impacts is severely compromised (e.g., heavy rain, etc.); and
5. During any situation where Site Alteration activities can unduly impact adjacent landowners (e.g., brush fires, floods, unsuitable road conditions, etc.).

I have read the above and understand that site alteration activities will not take place outside of the hours stated above.

I confirm



December 5, 2025

31677-22

Jeff.Buisman@vanharten.com

Township of Puslinch
7404 Wellington Road 34
Puslinch, Ontario
N0B 2J0

Attention: Monika Farncombe

Dear Ms. Farncombe,

**Re: Minor Variance Submission for Severance B30-25
4225 Sideroad 25 South
Part of Lot 26, Concession 1
Part 1, 61R-5646
PIN 71202-0005
Township of Puslinch**

Please find enclosed an application for a minor variance on the above-mentioned property. Included with this submission are copies of the minor variance sketch, completed application form, PIN report and map and the required deed. Payment will be made directly with the Township for the application fee of \$1,612.00.

Proposal:

A Minor Variance request is being made for the Retained Parcel of the Severance Application B30-25 that was approved subject to conditions at the September 2025 Land Division Committee Meeting. The variance is required to satisfy Condition 6 of the approved application. The Minor Variance request is as follows:

A) To permit a reduced lot frontage of the Retained Parcel to be 20.0m instead of 25m as required in Table 11.3 of the Zoning By-law.

The severance approval was to sever the existing dwelling from the subject property at #4225 Sideroad 25 South (PIN 71202-0005). The Retained Parcel is vacant and will be used for rural residential purposes where a single-detached dwelling is proposed.

The Retained Parcel is a flag-shaped lot with a frontage of 20.0m, then widens to 78±m, for an area of 2.4±ha where a dwelling is proposed. The parcel was evaluated, and a safe entrance is possible within the 20m frontage. A minor variance is required to address the 5m deficiency for lot frontage. We consider this variance request to be minor in nature as safe access is possible and it will not have a negative impact on the adjacent parcels, including the existing dwelling on the severed parcel. Otherwise, zoning is met for this parcel and the severed parcel.



There are many “flag-shaped” lots in the Township of Puslinch where there is a narrow strip leading to a larger “square” for the residential area. We have seen many of these types of parcels being approved over the last few years. The proposed configuration makes good use of a vacant area of land, that consists of grass / scrub land and where a building envelope is proposed.

The Severed Parcel (#4225) has a frontage of 57±m, depth of 135±m, for an area of 0.78±ha where the existing dwelling will remain. The parcel was configured to including the existing building, driveway, septic, well and natural features. The existing entrance will continue to allow safe access and the zoning is met for this parcel.

The Severance Application includes conditions requiring an EIS for appropriate development on the retained parcel and another condition related to the possible noise impacts from the surrounding aggregate operations. An EIS is underway and a noise study has already been completed and currently under review. The required completion of both of these items is being addressed via the severance application.

The Minor Variance for the reduced frontage of the Retained Parcel is reasonable, and we provide the opinion that the minor variance meets the four tests for a variance.

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

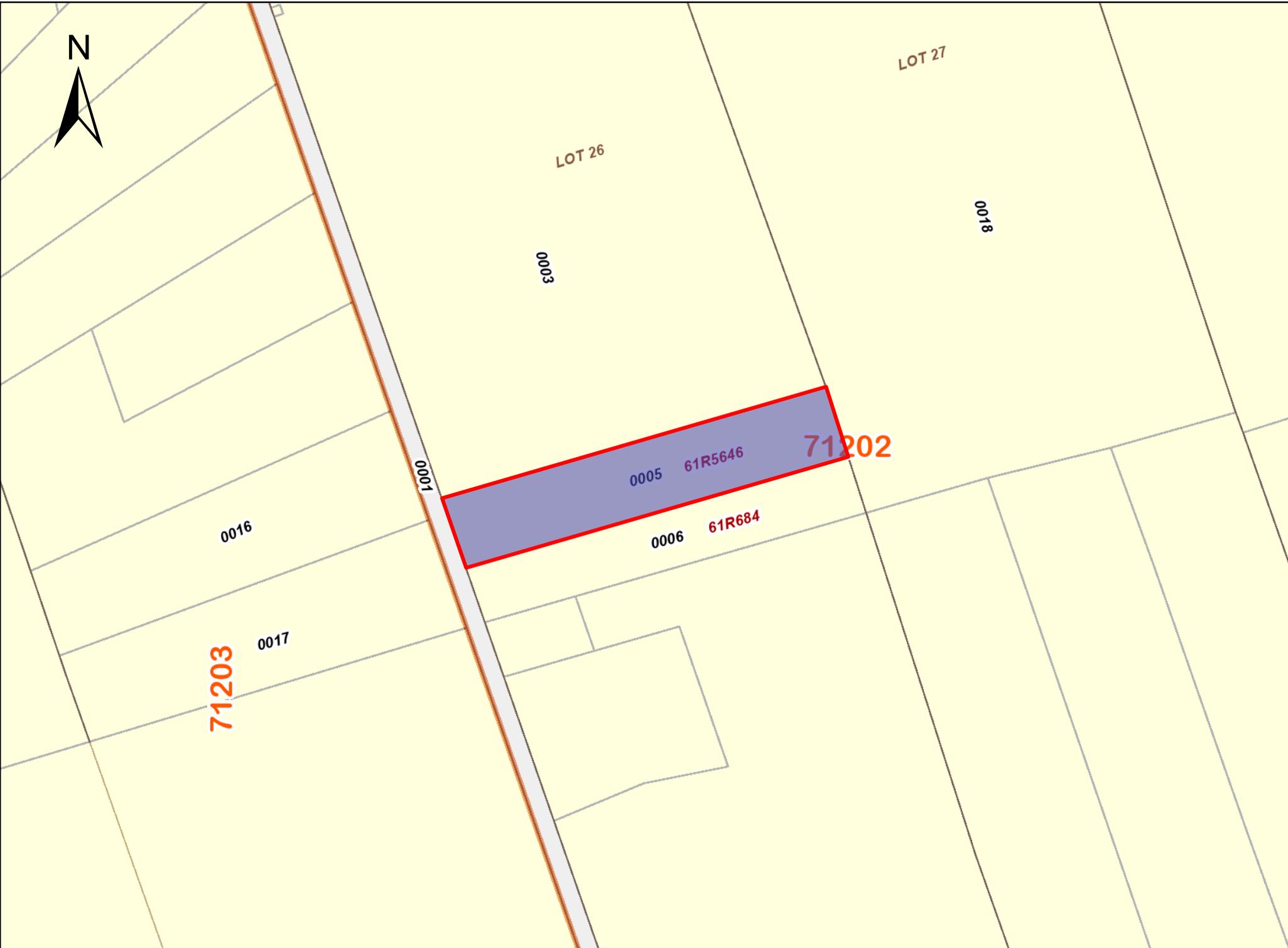
Very truly yours,
Van Harten Surveying Inc.

A handwritten signature in black ink, appearing to read "J. Buisman".

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

cc Richard & Deb Mast: deb.mast@hotmail.com

cc Jordan Mast: jordan.mast@siemens.com



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FOR PCHASE01



PROPERTY INDEX MAP
WELLINGTON(No. 61)

LEGEND

FREEHOLD PROPERTY	
LEASEHOLD PROPERTY	
LIMITED INTEREST PROPERTY	
CONDOMINIUM PROPERTY	
RETIRED PIN (MAP UPDATE PENDING)	
PROPERTY NUMBER	0449
BLOCK NUMBER	08050
GEOGRAPHIC FABRIC	
EASEMENT	

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE PROPERTY INFORMATION AS THIS MAP MAY NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND DOCUMENTS RECORDED IN THE LAND REGISTRATION SYSTEM AND HAS BEEN PREPARED FOR PROPERTY INDEXING PURPOSES ONLY

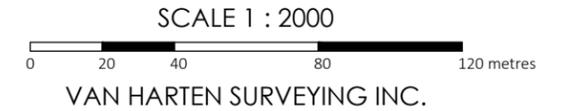
FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

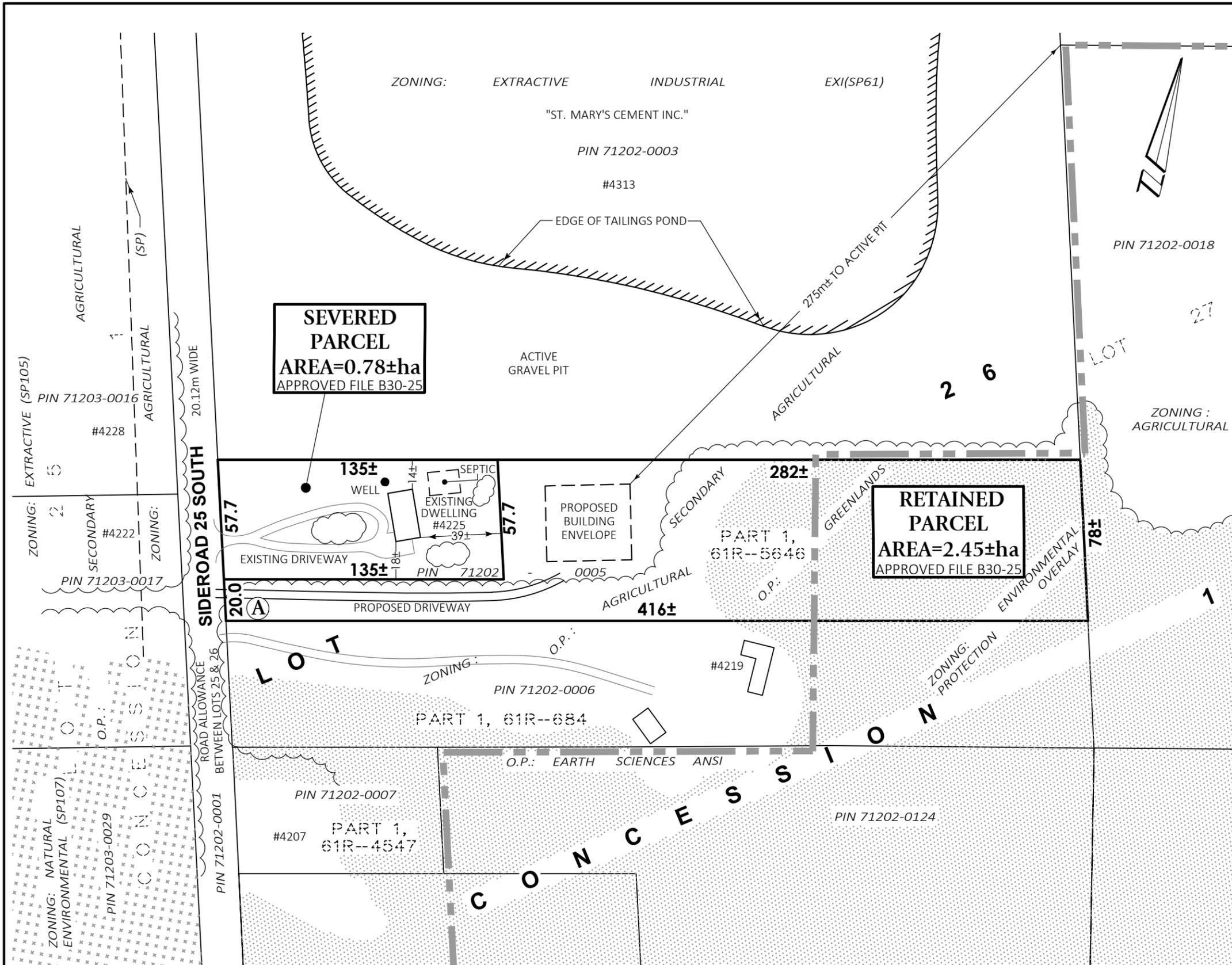
REFERENCE PLANS UNDERLYING MORE RECENT REFERENCE PLANS ARE NOT ILLUSTRATED



MINOR VARIANCE SKETCH
PART OF LOT 26, CONCESSION 1
TOWNSHIP OF PUSLINCH
COUNTY OF WELLINGTON



KEYMAP:



NOTES:

1. THIS IS NOT A PLAN OF SURVEY AND SHOULD NOT BE USED FOR REAL ESTATE TRANSFERS OR MORTGAGES.
2. SUBJECT LANDS ARE ZONED AGRICULTURAL AND ENVIRONMENTAL PROTECTION OVERLAY.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF SECONDARY AGRICULTURAL, GREENLANDS AND WITHIN EARTH SCIENCES ANSI.
4. DISTANCES ON THIS PLAN ARE SHOWN IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.
5. DIMENSIONS ON THIS SKETCH ARE APPROXIMATE AND HAVE NOT BEEN VERIFIED BY SURVEY.
6. PROPERTY OWNERS: RICHARD AND DEBORAH MAST

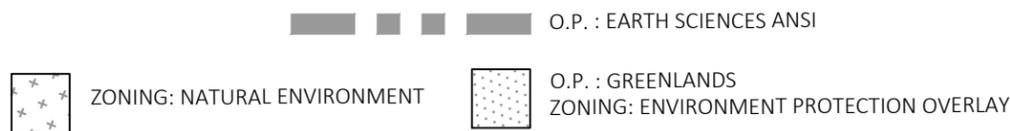
SURVEYOR'S CERTIFICATE:

THIS SKETCH WAS PREPARED
 ON THE 5th DAY OF DECEMBER, 2025

JEFFREY E. BUISMAN
 ONTARIO LAND SURVEYOR

MINOR VARIANCE REQUEST:

(A) TO PERMIT A LOT FRONTAGE FOR THE RETAINED PARCEL TO BE 20.0m VS 25m REQUIRED IN TABLE 11.3.



Kitchener/Waterloo Ph: 519-742-8371 Guelph Ph: 519-821-2763 Orangeville Ph: 519-940-4110

www.vanharten.com info@vanharten.com

DRAWN BY: AN/SJ CHECKED BY: JEB PROJECT No. 31677-22

Dec 5, 2025-1:20:56 PM
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