



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 10, 2026 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

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AGENDA ADDENDUM

DATE: March 10, 2026

MEETING: 7:00 PM

Addendum

9.2.1 Amended Report PDAC-2026-004 – D14-BAR – 6759 Laird Rd W, Part Lot 11 Concession 5, Township of Puslinch

≠ Denotes resolution prepared

1. Call the Meeting to Order
2. Roll Call
3. Moment of Reflection
4. Confirmation of the Agenda ≠
5. Disclosure of Conflict of Interest
6. Consent Agenda ≠



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7404 WELLINGTON RD 34, PUSLINCH

**6.1. February 10, 2026 Planning & Development Advisory Committee Meeting
Minutes**

7. Delegations

7.1. Specific Interest (Items Listed on the Meeting Agenda)

7.1.1. None

7.2. General Interest (Items Not Listed on the Meeting Agenda)

7.2.1. None

8. Notice of Public Meetings/Hearings

8.1. None

9. Reports

9.1. Land Division (Consents)

9.1.1. None

9.2. Zoning By-law Amendment Applications

**9.2.1 Amended Report PDAC-2026-004 – D14-BAR – 6759 Laird Rd W, Part Lot 11
Concession 5, Township of Puslinch**

The proposed Zoning By-law Amendment Application is to amend the Township of Puslinch Zoning By-law 23-2018, to rezone the lands from an Agriculture (A) to Resort Commercial (RC) with a site-specific special provision to permit the on-going use for the storage of RV's, recreational trailers and boats (RC) (spXX)

Recommendation:

That Amended Report PDAC-2026-004 entitled Zoning By-law Amendment Application D14/BAR Request for the Committee's review and comments be received; and

That the Committee provide the following comments for Council's consideration:

9.3. Staff Reports

9.3.1. None

10. Correspondence

10.1. None

11. New Business

12. Adjournment ≠



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
FEBRUARY 10, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

MINUTES

DATE: February 10, 2026

MEETING: 7:00 PM

The February 10, 2026 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:

Councilor John Sepulis, Chair
Chris Pickard
Kirolous Attia
Paul Sadhra

ABSENT:

Kim McCarthy

STAFF IN ATTENDANCE:

Monika Farncombe, Planning & Corporate Services Coordinator

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2026-005:

Moved by Committee Member Kiro Attia and
Seconded by Committee Member Chris Pickard

That the Committee approves the February 10, 2026, PDAC Agenda as circulated;



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CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

6. CONSENT AGENDA

6.1 Approval of the Minutes January 13, 2026

**6.2 Acknowledgment of Council Resolution No. 2025-421 regarding Report COR-2025-421
Procedural By-law Amendment**

Resolution No. 2026-006:

Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Kiro Attia

That the Planning and Development Advisory Committee approves the Minutes from the meeting held January 13, 2026, and acknowledges Council Resolution No. 2025-421 regarding COR-2025-421 Procedural By-law Amendment.

CARRIED

7. DELEGATIONS

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. REPORTS

9.1. LAND DIVISION (Consents)

9.1.1 B87-25 -Sched, Margarete– Sideroad 10 S, Part Lot 11, Concession Gore, Township of Puslinch

Proposed severance is 60m fr x 205m = 1.2 hectares, vacant land for proposed rural residential use.

Retained parcel is 60m fr x 209m = 1.3 hectares, vacant land for proposed rural residential use.



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Resolution No. 2026-007:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Paul Sadhra

That the Committee supports Severance Application B87-25 subject to the following condition(s):

- 1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including but not limited to taxes paid in full and Consent Review and Safe Access Clearance Fees), which the Township may deem necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**
- 2. That the Owner obtain zoning compliance for both the severed and retained parcels to the satisfaction of the Township of Puslinch; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**
- 3. That any fees incurred by the Township of Puslinch for the review of this application, including costs associated with the retention of subconsultants, will be the responsibility of the applicant/Owner. This condition will not be cleared until any and all fees have been paid to the Township of Puslinch, upon receipt of any and all fees being paid; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**
- 4. That the Owner enters into a Development Agreement with the Township of Puslinch for the purpose of peer review and implementation of the Environmental Impact Study to ensure compliance with the EIS including cost recovery, ensuring all requirements and recommendations within the EIS are addressed to the satisfaction of the Township; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**
- 5. That the Owner submit a pre-development site plan to the satisfaction of the Township of Puslinch identifying the proposed dwelling location, driveway, well and septic system on each parcel, including building envelopes with sufficient MDS separations, setbacks from property lines, environmental features and topographic constraints; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**



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CARRIED

9.1.2 B89-25 -Wall, Sheryl– 4078 Highway 6, Part Lot 36 & Pt Road Allowance B/w Lot 36, Concessions 7 & 8, Township of Puslinch

Proposed lot line adjustment is 22m ft x 117m = 0.26 hectares vacant land to be added to abutting rural residential lot – Gaudet/Kemp

Retained parcel is 3.2 hectares with 189m frontage, existing and proposed rural residential use with existing dwelling.

Resolution No. 2026-008:

Moved by Committee Member Kiro Attia and
Seconded by Committee Member Chris Pickard

That the Committee supports Severance Application B89-25 subject to the following condition(s):

- 1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including but not limited to taxes paid in full and Consent Review and Condition Clearance Fees), which the Township may deem necessary at the time of issuance of the Certificate of Consent; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**
- 2. That the Owner obtain zoning compliance for both the merged and retained parcels including but not limited to item 2.1 to the satisfaction of the Township of Puslinch; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.**
 - 2.1. That the Owner submit a Zoning By-law Amendment Application to remove the (A-sp99) zone from the severed parcel to resolve the split zoning and bring the parcel into zoning compliance**
- 3. That any fees incurred by the Township of Puslinch for the review of this application,**



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including costs associated with the retention of subconsultants, will be the responsibility of the applicant. This condition will not be cleared until any and all fees have been paid to the Township of Puslinch and a letter of clearance of this condition is received by the Secretary Treasurer of the Land Division Committee from the Township of Puslinch.

CARRIED

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

9.3. STAFF REPORTS

None

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT

Resolution No. 2026-009:

Moved by Committee Member Paul Sadhra
Seconded by Committee Member Chris Pickard

That the Planning and Development Advisory Committee hereby adjourned at 7:06 p.m.

CARRIED.



AMENDED REPORT PDAC-2026-004

TO: Planning and Development Advisory Chair and Members of Committee

PREPARED BY: Monika Farncombe, Planning & Corporate Services Coordinator

PRESENTED BY: Monika Farncombe, Planning & Corporate Services Coordinator

MEETING DATE: March 10, 2026

SUBJECT: Zoning By-law Amendment Application
6759 Laird Rd W
Request for Committee Review and Comments
File: D14/BAR

RECOMMENDATION

That Report PDAC-2026-004 entitled Zoning By-law Amendment Application D14/BAR Request for the Committee's review and comments be received; and,

That the Committee provide the following comments for Council's consideration:

Purpose

The purpose of this report is to:

1. Advise the Committee of the application for a Site-Specific Zoning By-law Amendment for the property described as Part Lot 11, Concession 5, And RP61R11421 Part 1; Township of Puslinch, (the "Subject Lands"). The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to rezone the lands from an Agriculture (A) to **Resort Commercial (RC)** with a site-specific special provision to permit the on-going use for the storage of RV's, recreational trailers and boats **(RC) (spXX)**
2. Seek comments from the Committee prior to the Public Meeting scheduled for April 16, 2026.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Township of Puslinch Zoning By-law 23-2018, to rezone the lands from an Agriculture (A) to Resort Commercial (RC) with a site-specific special provision to permit the on-going use for the storage of RV's, recreational trailers and boats (RC) (spXX)

The application required one submission in order to determine that all required documents and studies to support the application had been received and Council, subject to staff's direction, deemed the application to be complete at the February 11, 2026 Council Meeting.

Following Council deeming the application complete on February 11, 2026. Township staff and consultants have begun a fulsome review of the application based on the merits of the application.

Consultation

1. Review of Application and Public Engagement

The Zoning By-law Amendment Application was submitted to the Township on December 9, 2025 and the prescribed fee was paid on January 2, 2026. There was one submission in order to determine that all required documents and studies to support the application had been received. There is a thirty (30) day timeline to review applications for completeness in accordance with the Act.

The following reports and plans were submitted with the Zoning By-law Amendment application:

1st Submission – December 9, 2025:

- Planning Justification Report – Van Harten – December 9, 2025
- Van Harten Surveying Inc.- 2025a. Illustrative Sketch for Zone Change, Part of Lot 11, Concession 5, Township of Puslinch, County of Wellington. - December 9, 2025

Council, subject to staff's recommendation, deemed the application to be complete on February 11, 2026, and the timelines in the *Planning Act* stipulate 90 days to process the application. The Township continues to process applications as close to the stipulated timelines as practical. The legislation sets out the following process to be completed:

- Circulate the statutory notice to properties within a 120 metre buffer, in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments (March 10, 2026);
- Schedule and conduct at least one public meeting (Tentatively April 15, 2026);
- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law (Date to be determined).

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

Planning Act, R.S.O. 1990, as amended

Attachments

Schedule "A" – Key Map

Schedule "B" – 1st Submission and comment summary – due to website file size limitations this information can be viewed at puslinch.ca/activezoning

Respectfully submitted,

Reviewed by:

Monika Farncombe
Planning & Corporate Services
Coordinator

Justine Brotherston
Director of Corporate Services/
Municipal Clerk

Schedule "A"

KEY MAP





PLANNING JUSTIFICATION REPORT

Proposed Zoning Bylaw Amendment

SUBJECT PROPERTY: 6759 Laird Road West, Puslinch

LEGAL DESCRIPTION: Part of Lot 11, Con. 5 – Part 1 61R-11421

Roll Number: 23-01-000-001-05680-0000

PIN: 71213-0142

OWNER: Scott Bardwell

SUBMITTED: December 9, 2025

**Van Harten Surveying Inc.
File 33816-24**

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1.0 Scope of Work

The following Planning Justification Report (PJR) summarizes the approvals history and the land use planning policy and regulatory framework applicable to a proposed zoning bylaw amendment to permit an existing storage facility for RV's, recreational trailers and boats. The subject property is referenced as 6759 Laird Road West, Puslinch.

The requested zone change is submitted to remedy a zoning bylaw non-compliance infraction that was issued due to a storage use for RV's, recreational trailers and boats 'Recreational Vehicle Storage Use' (RVSU) being operated on the site in contravention to the permitted uses of the applicable zoning bylaw.

Based on the approvals history applicable to the site, a review of surrounding land use, as well as a review of applicable planning policy, a professional land use planning opinion is provided with respect to whether the approval of this application represents good land use planning.

2.0 The Site

Figures 1 and 2 illustrate the location of the subject property, generally at the north-east corner of Laird Road and Side Road 10 North.



Figure 1 Location of Storage Area Site Looking North

As evidenced by the pattern of tree clearing between the subject property and Pioneer Trail, the subject site is part of an area that was formerly a golf course – Crooked Links. This golf course has not operated for a number of years, and the subject parcel was severed from the balance of the site in ± 2010 .

The subject parcel is relatively flat and the ‘edges’ of the site adjacent to Laird Road and Side Road 10 are delineated by approximately 30 metres (wide) buffer of mature tree cover. Grade does slope down toward the easterly edge of the site which is fully tree covered and within an environmentally sensitive area regulated by the Grand River Conservation Authority. No vehicles are or will be stored within the area regulated by the GRCA.



Figure 2 Natural Pocket Where Recreation Vehicles Are Stored (Looking South) – Google Earth Base Image

The part of the site used for the storage of RV's is where trees were previously cleared for the golf course use, and/or previously removed. Given the past tree removals, and the characteristics of underlying soils typical of Puslinch Township, the cleared area on this site (shown on Figures 2 & 10) is suitable for the recreational vehicle storage use, ie. the parking/storage area occurs on this part of the site “as is”.

The entire area of the parcel that was severed in 2010 is ± 3.7 ha (Figure 10). Of this, the area **outside** the GRCA regulated portion of the site is ± 2.34 ha, and of this ± 0.6 ha is used for the storage of recreational vehicles within **the ‘natural pocket’ not containing dense tree cover**. No additional area on the site is proposed to be used for the purpose of storing recreational vehicles, and no tree or vegetation removal is proposed or necessary (aside from trees maintained/removed for health reasons).

The following images were taken on November 20, 2025 and show that the site is operated in an efficient, clean, and secure manner. The gated entrance is presently locked as it is ‘off-season’. Vehicles and recreational equipment are parked in an orderly fashion throughout the cleared portion of the site.



Figure 3 Looking North Along Sideroad 10

Figure 3 is a view looking north along Sideroad 10, which provides access for the site. The storage site is on the east (right) side of the image and the Bardwell residence is shown just to the west of Sideroad 10, as well as the dead end of Sideroad 10 just to the north of the driveway access to the Bardwell residence.



Figure 4 The Entrance Gate into Site Along Sideroad 10

Figure 4 shows the locked gate into the site from the east side of Side Road 10.

The gravel driveway into the site is approximately 42 metres from the intersection of Side Road 10 with Laird Road.

Laird/SR 10 is a relatively flat intersection with good sight lines in all directions.



Figure 5 Looking East Toward Central Section of Storage Area

Figure 5 shows the view from just inside the entrance drive looking east toward the central storage area on the site.



Figure 6 Tree Planting Central Section of Storage Area

As shown on Figure 6, new trees have been planted in the various locations on the site, including the central portion where some of the larger trees in poor health have been replaced, and along the Laird Road frontage (buckthorn was removed). The plantings along the Laird & SR10 Road frontages will provide additional visual screening into the site.



Figure 7 is a view looking east from the central storage area toward the natural area further east.

Figure 7 Looking East from Central Storage Area Toward Natural Area



Figure 8 is a view from easterly edge of the storage area looking west toward the central storage area.

Figure 8 View Looking West Toward Central Storage Area



Figure 9 is a view from easterly edge of the storage area looking west toward the central storage area.

Figure 9 Looking West from Central Storage Area Toward Sideroad 10

Figure 10 is an overall sketch of the area where the RVSU is located (see Appendix A for full size version). Laird Road establishes the southerly boundary of the site, and Sideroad 10 the westerly boundary. The area to be rezoned **excludes the natural area** on the eastern portion of the site. Figure 10 also shows the proximity of the Bardwell residence to the storage property, and the convenient and immediate access Mr. Bardwell has to the site for customer service and overall management of the storage use.

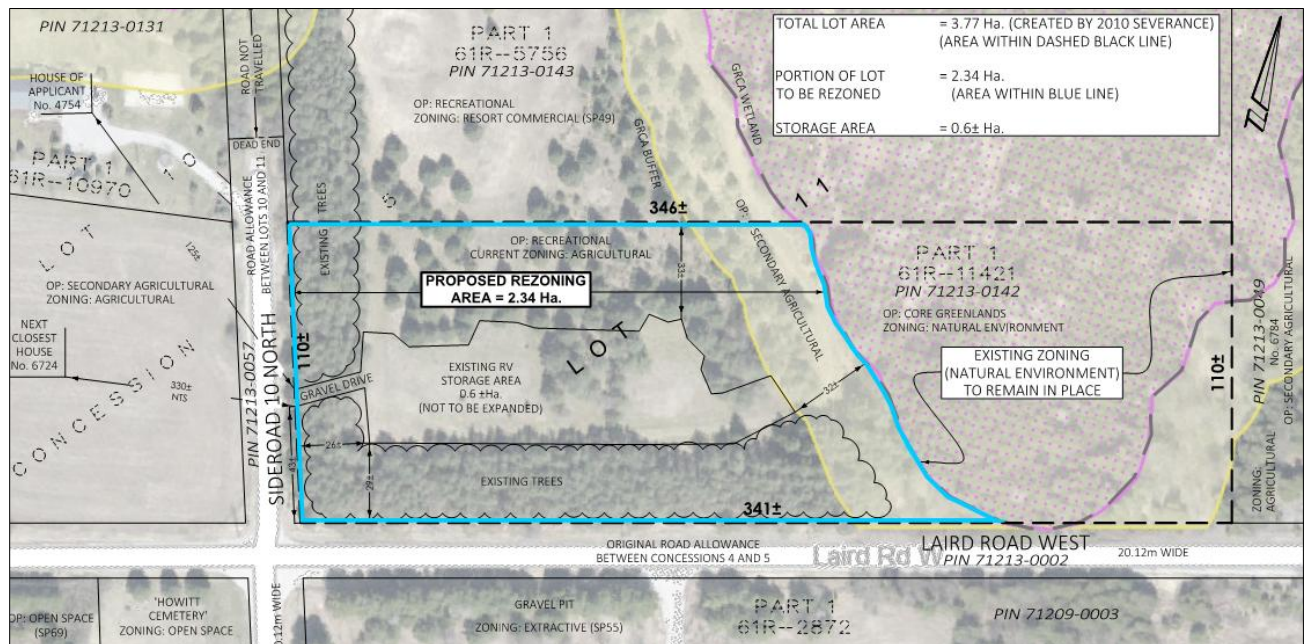


Figure 10 Sketch of Site and Nearby Areas

Prior to the non-compliance notice being issued by the Township building inspector, the RVSU had operated on the site for approximately 5 years, and according to the owner no issues or complaints resulted. As noted in some of the photos and on the site sketch (Figure 10), Mr. Bardwell lives directly across the street (Side Road 10) from the subject property. This enables management of the site on a full time basis while the storage area use is 'active' (the site is closed from November 1 to April 30 – vehicles may be parked / stored but no access to the site is permitted through this time).

The driveway into the site is from Side Road 10, \pm 43 metres from its intersection with Laird Road. Side Road 10 'dead ends' just north of the driveway into the Bardwell residence. Side Road 10 provides safe access to and from the site from a road which is only used by Mr. Bardwell and those using the recreational vehicles storage site. The intersection of SR10 with Laird Road is flat, with good site lines and provides a safe connection to the broader Township road pattern.

As shown on Figure 10 the lands to be rezoned (\pm 2.34 ha.) for the RV parking/storage use **do not** include the natural area to east. Of the \pm 2.34 ha. to be rezoned, \pm 0.6 ha. represents the area within which recreational vehicles will be parked/stored. Setbacks requirements written into the draft zoning bylaw (Appendix B) ensure that recreational vehicles will be parked/stored within the existing 'natural pocket' that exists on the property.

Additional views into the site are shown on the following figures (Figures 11 to 14 – taken on December 2 - 4, 2025). While trailers which are parked on the site are somewhat visible (if you are looking for them) these views are softened / broken up by existing tree cover to the extent that they are not obviously visible, particularly as the site is located such that anyone passing by will be travelling at speed along Laird Road.

Due to topography, the easterly portion of the storage area is not visible at all from Laird Road. Additional planting of younger trees / shrubs in the existing buffer area will mature and provide further screening – a further wooden screening fence should not be required.



Figure 11 – Looking North-East at Corner of Site from Laird / SR 10



Figure 12 - View from Laird Road Looking into Central Portion of Site



Figure 13 - View from Laird Road Looking Easterly Portion of Site - Site Grades are below Road Grades in this View



Figure 14 View of Site from SR10 - Buckthorn Still Present

Figure 14 illustrates a view into the site from SR10 where buckthorn trimming has **not** occurred.

The visual screen is much more dense, particularly in summer months when leaves are out.

In parts of the site where buckthorn has been removed from the perimeter area, the owners have since planted 300-400 additional pine and spruce trees over the past few years.

As the new plantings mature, additional natural screening from the roads into the site will simultaneously occur such that the internal portion of the site will not be visible from the perimeter roadways (Laird and SR10).

In conjunction with utilizing this site for storage purposes, an operational program has been implemented to ensure smooth and efficient function of the site, summarized as follows:

Fire Access

- The site is fenced (wire/barbed wire) with a gate into the site from SR10
- The gate is padlocked with a lock that can easily be cut by the Puslinch Fire Department
- The dead-end nature of SR10 provides ample room for staging of fire trucks (if required)
- Width of the access (± 8 m) provides room for larger vehicle ingress and egress
- Trees adjacent to the access have been vertically trimmed to remove branches lower than 6 m
- The access driveway into the site is straight and flat

Emergency Response Plan

- RV's, Boats and Vehicles are screened for leaks/issues before they are allowed site entry
- No repairs are permitted on site
- Any tanks or on-board storage of fuel must be empty before entry to the site
- No dumping or garbage facilities are provided on site – littering not permitted
- Mr. Bardwell has HAZMAT Level 1 and 2 training – lives within 100 metres from site

- Fire plan includes storage of two pallets of water stored on site
- Mr. Bardwell has larger equipment available (if needed)
- Multiple motion lights and cameras are installed on the site
- Site is fully fenced, locked, and secure

Winter Maintenance

- Large tractor with hydraulic snow blower are available
- Access lane and storage area perimeter are routinely cleared of snow / no salt is used
- Customers cannot access the site between November 1 and April 30

In addition to the foregoing, and as requested in comments previously received regarding this application, a Spill Management Plan is included as Appendix C.

The use of the site for the purpose of storing RV's and recreational vehicles is organic. It utilizes a 'natural footprint' in which to park vehicles. The perimeter of the site is fully surrounded on all sides visible to the public by a minimum of 25-30 metres (width) of natural vegetation. Natural vegetation has been supplemented by significant additional plantings along both Laird Road and SR10, and on-site. Existing and growing vegetation create an increasingly opaque visual screen into the site from surrounding roads. Parking/storage areas are outside the adjacent natural area to the east (regulated by the GRCA).

From a general land use perspective, the recreational vehicle storage use in this particular location is innocuous:

- it is naturally screened by existing vegetation
- additional planting (300 – 400 trees) has occurred that will grow and provide further screening
- the site requires no typical services (sewer & water), or extension of any services
- the parking area utilizes native ground/subgrade – no asphalt or concrete required
- a sparsely travelled road (dead end of SR10) provides 'conflict free' access
- parking/storage is outside GRCA regulated areas / nestled within existing on-site tree 'pocket'
- the use creates no noise, artificial light, dust or other forms of nuisance
- operational programming ensures on-going safe and controlled use of the site
- the continued use of the site requires no physical improvement or changes

3.0 Surrounding Land Use

A typical measure of land use compatibility is whether the use being proposed is compatible with existing uses in the area, and/or whether the proposed use will exert any negative externalities / impacts on surrounding land uses. In the case of this site there are no active uses within 300 metres of the site in any direction (aside from the owners residence), ie there no active uses nearby to be 'impacted'.

In this case the surrounding on-the-ground land use pattern is of an overall rural character, and consists of an agricultural field to the west, a natural area to the east, a natural area to the north, and a cemetery and gravel pit to the south (Figure 15).

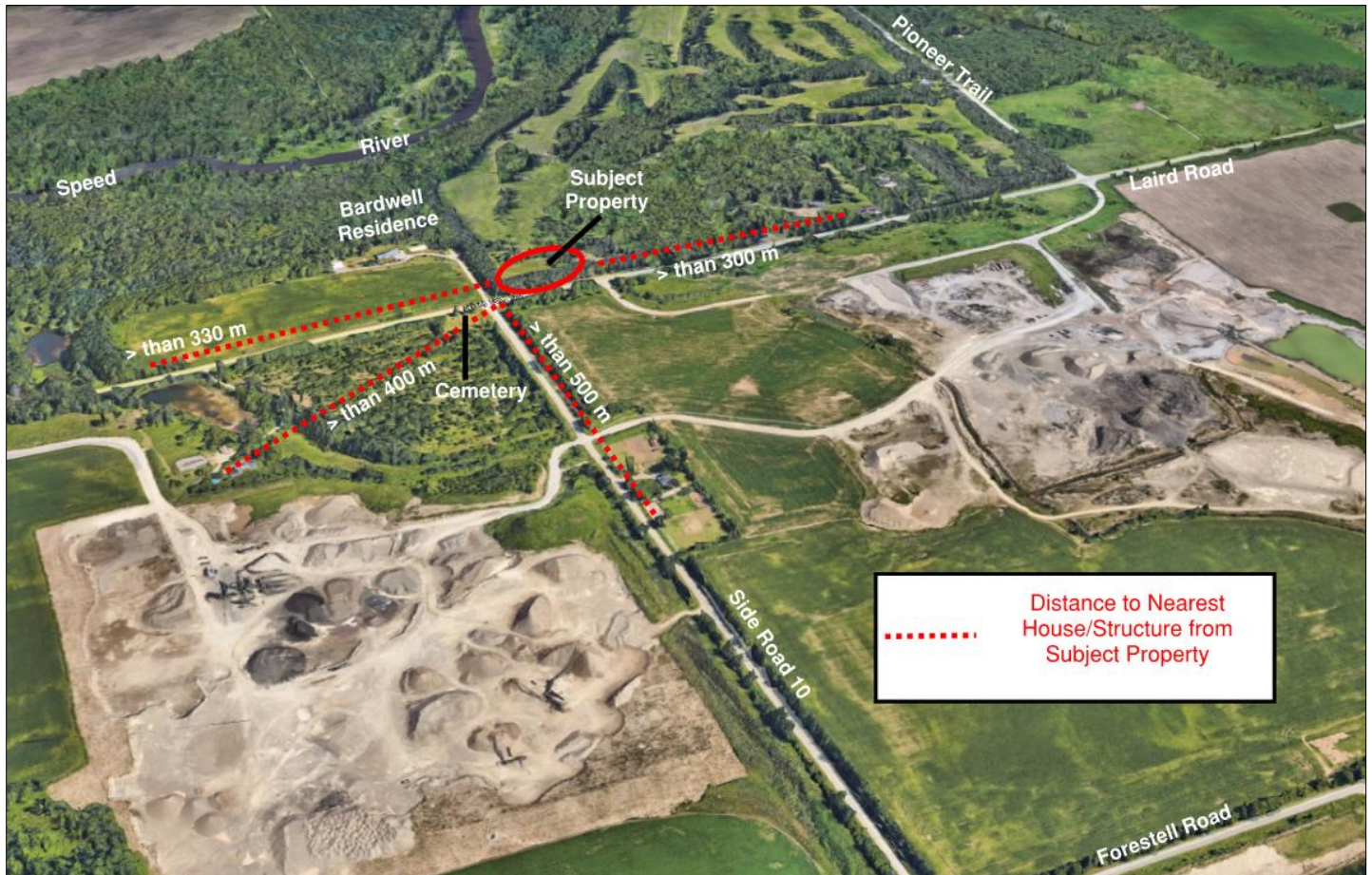


Figure 15 Surrounding Land Use

The proposed on-going use of the subject property is compatible with the surrounding land use pattern. With the exception of the Bardwell residence, the closest residential use/structure is separated by more than 300 metres from the subject property. No physical changes to the subject property are proposed (or required) in order for the storage use to continue operation. As has been noted the RVSU is an organic, innocuous use that benefits from the natural screening provided by the existing vegetative buffer on the perimeter of the property, and essentially utilizes the site 'as is' in a manner that does not impact surrounding rural land uses.

4.0 Application History

As part of the history of this application it is important to note that the subject parcel, and extended areas to the east and north are designated "Recreational" in the Wellington County Official Plan. The Recreational designation is based on the subject lands (and a larger area to the east and north) formerly being a golf course operation (Crooked Links). Although the golf course is no longer in operation, the policy applicable to the Recreational designation continues to apply, and this policy is generally supportive of an RVSU.

Notwithstanding the Recreational designation of the Official Plan, in 2010 the Township approved a site specific zoning bylaw amendment on the subject property, amending the zoning from Resort Commercial Site-Specific (C4-11) Zone to Agricultural (A) Zone. The Agricultural zoning category does not list an RVSU as a permitted use - hence the non-compliance infraction. It is noted that the zoning bylaw passed in 2010 does permit a single detached dwelling, and while there is no intention or application to construct a single detached dwelling on this lot at present, it is being carried forward as a permitted use to maintain the option of constructing a house on the property in the future.

As a first step in addressing the non-compliance infraction, a pre-consultation meeting was held on November 21, 2024 to discuss the subject property and best options for moving forward. Given that the Official Plan designation of the subject property (Recreational) would generally permit an RVSU use, and with the objective of addressing the non-compliance infraction in an expeditious and cost-effective manner, a minor variance (#D13/BAR) - - specifically a “use” variance was initially proposed.

While the Township was not supportive of utilizing a minor variance process to address the situation, the applicant elected to submit a ‘use variance’ to the Puslinch Township Committee of Adjustment, being of the opinion that the ‘four tests’ of a minor variance could be met. On April 8, 2025 the decision of the committee was to not support the minor variance application, and that this matter should be considered through a zoning bylaw amendment process.

Township planning staff provided a report (D13-2025-005) to the Committee of Adjustment with the following opinion (**bold added for emphasis**):

Whereas the variances requested would provide relief from Section 11.2, Table 11.1 and Section 4.29.a.xv. of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting to permit use of continued storage of trailers, recreational vehicles and boat where such use is prohibited; and

*Whereas, the minor variance application **may be desirable and appropriate for the development of the subject lands and may maintain the general intent and purpose of the Official Plan**, the proposed minor variance would not maintain the general intent and purpose of the Zoning By-law, and is not minor in nature; and*

Therefore, that planning staff do not consider the requests minor and recommends refusal of the application.

Although planning staff did not share the opinion that all four minor variance tests could be met, the staff opinion did acknowledge that two of the four test may be met:

the minor variance application may be desirable and appropriate for the development of the subject lands and may maintain the general intent and purpose of the Official Plan

On Page 8 of the report, planning staff go on to say (bold emphasis added):

*The **proposed use may be aligned with those contemplated within the recreational designation of the County Official Plan**. The proposed use would be subject to Site Plan Control. The Owner*

would need to demonstrate that the proposed use falls outside any natural heritage features through a Site Plan Application.

There are no specific concerns regarding whether the proposal is desirable for the appropriate development and use of the Subject Lands, provided that appropriate buffering is provided as part of a Site Plan Application.

What can be taken from the above is that while staff did not support the application based on its opinion that all four test for approving a minor variance could be met, there was acknowledgement that the proposed use may be aligned with the applicable policy of the Recreational designation of the OP, and that staff had no concerns with the proposed use being appropriate and desirable for the subject land provided a site plan application could demonstrate the use would occur outside any natural heritage features.

The logical extension of the foregoing was that the Township was messaging that a zone change process would be the more preferred/appropriate process for dealing with the compliance infraction, as under that process a specialized zoning bylaw would appropriately need to comply foremost with the applicable Official Plan policy, being those of the Recreational land use designation.

In addition to the staff report, below is a summary of circulation comments provided to the Township with respect to this application.

GRCA: *Based on our review of the materials, the proposed storage area is located greater than 30 metres from the wetland, outside of GRCA's regulated area. Therefore, we have **no objection** to the proposed minor variance.*

A second letter from GRCA noted: Information currently available at this office indicates that a portion of the subject property contains wetlands and its associated area of interference (within 30 m of the wetland boundary). As such, a portion of the subject property is regulated by GRCA under Ontario Regulation 41/24. Any new development/site alteration within the regulated area will require a permit from the GRCA.

County of Wellington *The proposed use appears to be located within the portion of the property within the Recreational Area designation. This designation establishes permitted uses within Section 6.7.2 Permitted Uses **which may include "commercial activities related to and serving recreational activities"**. Section 6.7.9 Recreational Commercial Uses provides additional policy direction.*

*Comments from the **GRCA and the Township Ecologist should be considered**, and Township staff will need to be satisfied that the proposal is consistent with the Greenlands System policies of the Official Plan.*

*The Township **should be satisfied that MDS requirements have been met***

Wellington Source Water Protection *A Section 59 Notice and Risk Management Plan are **not required for this proposal**. If the nature of the development changes, Notices may apply and a Risk Management Plan may be required.*

... the owners or their **agents submit the following** report to the satisfaction of the Township Risk Management Official:

1. **A liquid fuel handling, storage and spill response procedure.** During the pre-consultation meeting the owner indicated that they have created an emergency response procedure that includes a fuel handling, storage and spill response procedure.
2. A **winter maintenance plan** was also requested in a separate letter from WSWP

Puslinch CBO As no buildings or sewage systems appear to be involved in this application, the building department has **no comments**.

GEI Consultants Site Plan, generally showing aboveground and underground infrastructure, including but not limited to, buildings, storage areas, parking areas, driveways, curbs, walkways, lighting, signage, fencing, potable water well, septic system, fire routes, fire protection infrastructure, and any stormwater infrastructure. **No technical concerns were identified**

Natural Resource Solutions Inc. Based on our review of the subject property and details provided in the application materials, **it is our opinion that the existing and future use of RV storage is unlikely to amount to a natural heritage impact**, provided the use remains limited to existing areas of disturbance. Should the removal or impact of treed or other natural areas be required to allow this use, an assessment of natural heritage impacts would be required in order to determine this use is compatible with the policies of the County's OP and Township zoning requirements.

As confirmed in the above comments, aside from the zoning non-compliance issue and confirming conformity with applicable official plan and provincial policy, no typical or substantive technical concerns (ie site engineering, environmental, traffic, etc) were flagged/identified by the Township or its consultants with respect to the on-going operation of the storage facility. The site is fully operational 'as is', the parking/storage are outside of the GRCA regulation/buffer area, and no additional site work is required to be undertaken for the continued operation of the RVSU.

5.0 Applicable Policy and Regulation

The proposed zoning bylaw amendment must be considered in context with various upper and lower tier statutory policies and regulations, all having legal foundation in The Planning Act. The Planning Act, the Provincial Policy Statement (PPS), the Wellington County Official Plan, and the Puslinch Township Zoning Bylaw have all been considered.

Given that the only change resulting from this application will be to legalize a use on the subject parcel which has existed without issue for over 5 years, and that no physical / on-the-ground changes are proposed, a detailed review of all policy and regulation is not required. Instead, this report provides an overview of the applicable policy framework including comments from the Township planning representative regarding some of the policy considerations.

5.1 The Planning Act

The proposed zoning bylaw amendment complies with the regulatory intent and provisions of the Ontario Planning Act in terms of:

- *orderly development and land use compatibility* are maintained in this application as no new physical development is being introduced. Actual land use on the subject parcel will not change – the application will simply legally enable the recreational vehicle storage use to continue.
- In a broader context this application *promotes economic development* as it enables an otherwise dormant property to be utilized for a ‘use’ for which there is a demand, and for which an income is derived. The owner has advised that this property is partially assessed at a commercial tax rate, which is of benefit to the municipality.
- *Farmland is protected* as this application will result in no net change in land area being farmed. The subject property was formerly part of a golf course, ie not farmed. Nearby lands that are farms will not be impacted by the continuation of the recreational vehicle storage use on the subject parcel.
- *Natural resources are protected* as the proposed use occurs outside ‘natural feature’ areas and/or areas regulated by the GRCA. Further, no additional tree removal is required or proposed. Only pockets of the site away from natural areas and where there are no trees, are used for the parking/storage of recreational vehicles.

5.2 Provincial Policy Statement 2024 (PPS) / County of Wellington Official Plan

The Provincial Policy Statement (PPS) is issued under the authority of Section 3 of the Planning Act and came into effect on October 20, 2024. Section 3 of the Planning Act requires that decisions affecting planning matters “shall be consistent with” policy statements issued under the Act. Policies of the PPS are further implemented by the County of Wellington Official Plan.

As noted in the November 12, 2024 letter from the Township’s planning consultant (NPG Solutions Inc.):

The Subject Lands are Rural Lands as per the Provincial Planning Statement (PPS, 2024). The PPS, 2024 contemplates a range of land uses on rural lands including resource-based recreational uses and other rural land uses. The Subject Lands are designated Recreational, Core Greenlands and Greenlands as per Schedule B7 of the County of Wellington Official Plan. As per Section 6.7.2 of the County Official Plan permitted uses in Recreational Areas may include seasonal recreational uses and commercial activities related to and serving recreational activities.

Figure 16 illustrates the location of the subject property and the land use designations that apply to the site and to surrounding properties. The portion of the subject property that is used for the RVSU is contained within the ‘pink’ area shown on Figure 16, within lands designated Recreational, and outside of lands designated Greenlands or Core Greenlands. It is noted that there appears to be a sliver of land between the Recreational and Core Greenlands designation which is designated as Secondary Agricultural. Based on geometry, it is assumed that this ‘sliver’ represents the controlled area associated with the adjacent Core Greenlands to the east.

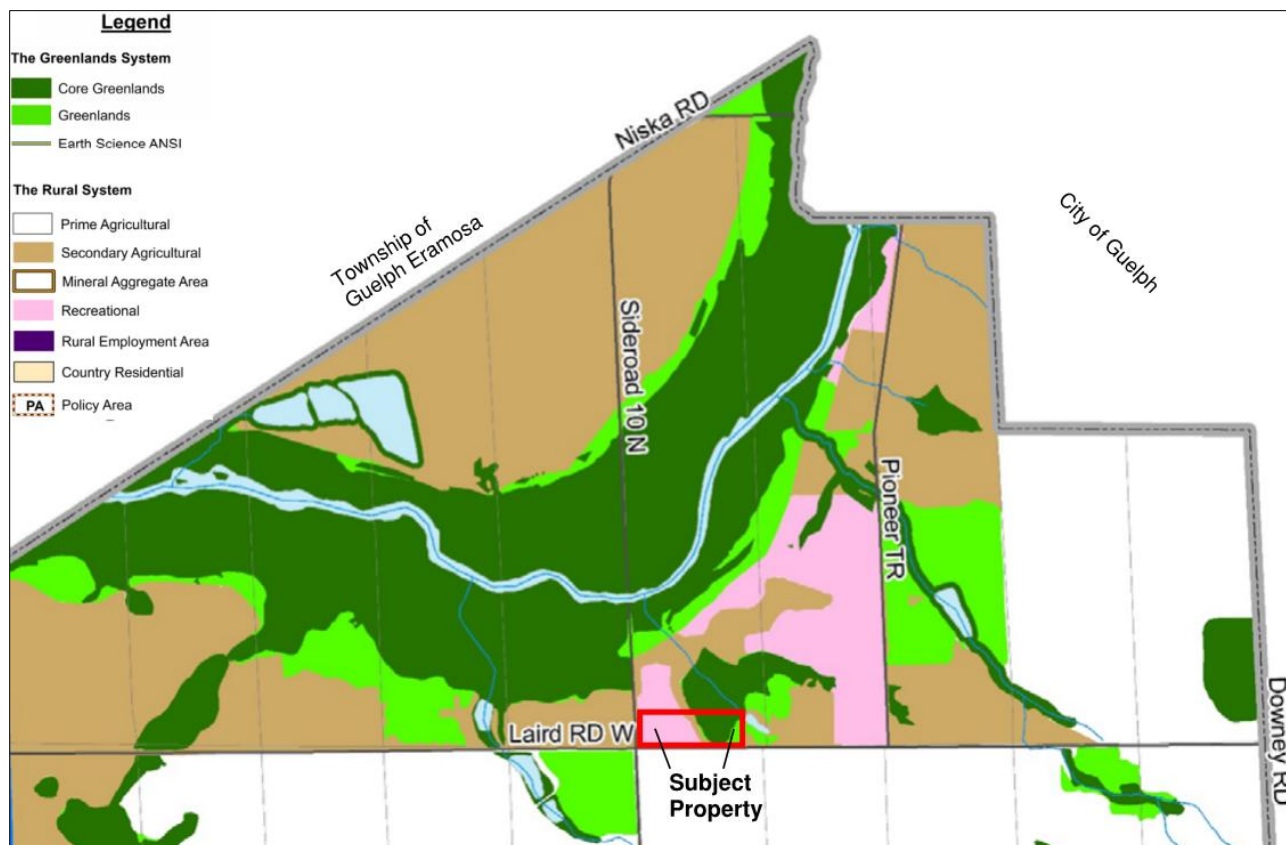


Figure 16 Existing Official Plan Designations

Sections of the applicable OP Recreational policy that support the RVSU on the subject property include the following:

6.7.2 Permitted Uses

Permitted uses and activities in Recreational Areas may include:

- a) seasonal recreational uses;
- b) active and passive recreational activities including golf courses;
- c) commercial activities related to and serving recreational activities;
- d) publicly-accessible built and natural settings for recreation, including parklands, open space areas, trails and, where practical and appropriate, water-based resources.

6.7.7 Active and Passive Recreation

Active and passive recreational activities including parks, picnic areas, sports fields, boat launches, boat houses, recreational trailers and buildings, structures and facilities which support active and passive recreational facilities are allowed in Recreational Areas provided that:

- a) adequate provisions are made for services including road access, water and sewer facilities;
- b) other policies of this plan are met.

6.7.9 Recreational Commercial Uses

Commercial facilities which serve recreational areas including trailer and boat sales and service, boat storage areas, restaurants and convenience stores may be located in recreational areas provided that all other policies of this Plan are met.

The RVSU use of the subject property is permitted by Section 6.7.2 with further confirmation provided by Section 6.7.7 which permits facilities supporting active and passive recreational use, and Section 6.7.9 which specifically speaks to commercial facilities supporting recreation uses.

With respect to MDS, guideline 10 of OMAFRA Publication 853 provides guidance. The zoning bylaw amendment proposed by this application will simply provide legal status for a use that has been on-going on the property for over 5 years.

This use is ‘non-sensitive’ – there is no human occupancy associated with the use. The site is simply used for the storage of recreation vehicles – once the recreational vehicle is parked/stored on the site the owner leaves the site.

MDS I	MDS II
#10. MDS I Setbacks for Zoning By-Law Amendments and Official Plan Amendments	
<p>An MDS I setback is required for all proposed amendments to rezone or redesignate land to permit <i>development in prime agricultural areas and rural lands</i> presently zoned or designated for <i>agricultural use</i>. This shall include amendments to allow site-specific exceptions which add <i>non-agricultural uses</i> or <i>residential uses</i> to the list of <i>agricultural uses</i> already permitted on a lot, but shall exclude applications to rezone a lot for a <i>residence surplus to a farming operation</i> (e.g., to a rural residential zone) in accordance with Implementation Guideline #9 above.</p> <p>Amendments to rezone or redesignate land already zoned or designated for a <i>non-agricultural use</i>, shall only need to meet the MDS I setbacks if the amendment(s) will permit a more sensitive land use than existed before. In other words, if the proposal is to change an existing Type A land use (e.g., industrial use outside of a <i>settlement area</i>) to a Type B land use (e.g., commercial) in accordance with Implementation Guidelines #33 and #34, then an MDS I setback shall be required.</p>	<p>Not applicable</p>

In other words, attendance on the property by humans occurs only on an intermittent and temporary basis. Further the site operates without the need for any form of ‘development’ (the site is simply used in its natural state) and no building permit is required in order for the continued function of the site. Given the foregoing and based on guideline 10 of OMAFRA Publication 853 MDS is not required.

In addition to the foregoing there does not appear to be any barns or manure facilities within 500 metres of the subject property. Accordingly, MDS should not be an issue for the uses on this site (the RVSU), or for the other use permitted by the currently in-place zoning (single detached dwelling).

6.0 Puslinch Zoning Bylaw

In ±2010 rezoning and consent approvals were obtained to create the separate lot that exists today, which was formerly part of the property that was the Crooked Links golf course.

The zoning that was previously approved by the Township in ±2010 re-zoned the property to Agricultural (A) Zone, and permitted a single detached dwelling.



The graphic illustrates the lot that was created by severance (the subject property) as well as the zoning categories applied to the severed parcel at the time.

The ±2010 re-zoning was only to that portion of the site outside the Natural Environment (NE) zone.

The storage use occurs on the part of the site that is now zoned Agricultural (A) and is well set back from the Natural Environment (NE) zone.

While the zoning on the site was changed from Resort Commercial to Agricultural, as discussed in the previous section, the Official Plan designation of “Recreational”

still applies to the property. Accordingly, the Recreational designation of the subject property provides policy guidance with respect to uses which can be permitted. As discussed in the previous section, the Recreational policies of the Official Plan are generally permissive to the RVSU type of use that is occurring on the subject property. Figure 17 shows the existing zoning pattern in the area of the subject property as well as the area proposed to be rezoned to permit the RVSU.

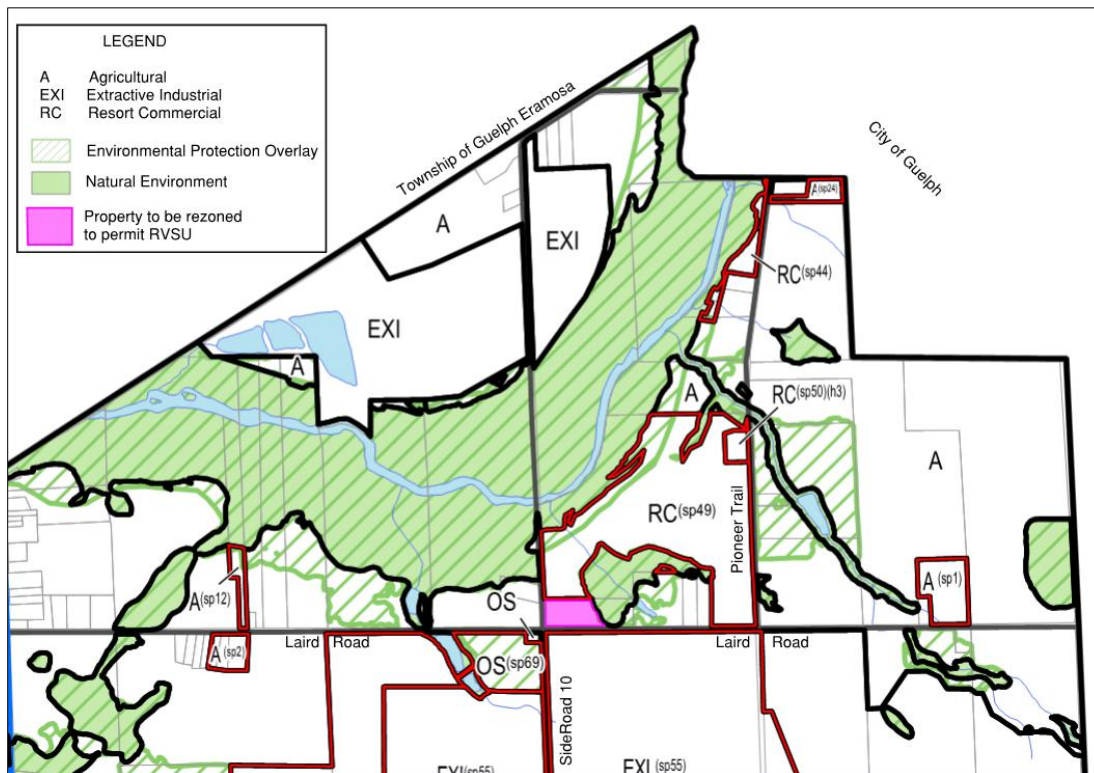


Figure 17 Existing Zoning

The zoning pattern illustrated on Figure 17 is consistent with and confirms that the previously discussed surrounding land use pattern is comprised of aggregate extraction lands, lands zoned for the now defunct golf course, open space and natural areas, and agricultural uses. The specific lands to be re-zoned are also shown on Figure 17, being lands outside the adjacent natural area to the east. The in-place zoning also confirms that the proposed RVSU will be a non-conflicting / good neighbour to surrounding lands which are predominantly zoned as golf course, natural environment, or aggregate extractive.

As discussed in the previous section, the Recreation policies (6.7.2, 6.7.7, and 6.7.9) are all generally permissive with respect to the type of use that is proposed for the subject property. Section 8.2 of the Puslinch Zoning Bylaw as-of-right permits the following uses within any lands zoned Resort (RC) Commercial:

- Commercial recreational use
- Community garden
- Community use
- Golf course
- Golf driving range
- Miniature golf course
- Outdoor display and sales area
- Place of entertainment
- Public park
- Restaurant (accessory use only)
- Retail store (accessory use only)
- Travel trailer park

The proposed RVSU on the subject property will be significantly less intensive than most other uses which are permitted as-of-right. For example, the RC Zone permits a “travel trailer park”, a “place of entertainment”, “outdoor display and sales area”, or a “driving range” all of which would be much more intensive uses by all measures.

The RVSU is a much more passive use that will operate in an innocuous manner. While there is some cross-over between a number of the generally permitted uses in the RC Zone that somewhat describe the use that is proposed, a discreet specialized use definition, which specifically describes the proposed use will provide better clarity to the on-going operation and control of the site.

The term ‘recreational vehicle storage use’ (RVSU) has been used throughout this report, and it is proposed that a specific definition of this use be applied to this specific property, by adding this definition to the Puslinch Township Zoning Bylaw. This definition and special regulations that will apply will generally reference the unique characteristics of the site, and the recreational vehicle storage use.

Proposed definition and specialized zoning provisions to be added to the zoning bylaw for this site:

Recreational Vehicle Storage Use (RVSU): outdoor area used for the parking / storage of recreational vehicles, recreational trailers, and boats on a temporary or seasonal basis. Parking / storage may occur throughout the year, but customer access to the RVSU shall only be permitted from May 1 to November 1 of any year.

Notwithstanding any other provision of Zoning By-law 23-18 as amended, on lands described as part of Part 1, 61R-11421 and zoned as RC-xx, permitted uses shall be:

- Single Detached House (***note: this use is permitted by existing zoning***)
- Recreational Vehicle Storage Use (RVSU)

The following regulations shall apply to an RVSU:

- Minimum lot area 2.3 ha
- Maximum lot area 2.3 ha
- Minimum frontage 109 metres
- Minimum required Front Yard 30 m
- Minimum required Interior Side Yard 33 m
- Minimum required Exterior Side Yard 30 m
- Minimum required Rear Yard 30 m
- Maximum parking / storage area 0.6 ha
- Minimum visual buffer comprised of natural or planted vegetation between street or road 25 metres
- A site plan illustrating compliance with zoning regulations, layout, and operational attributes is to be approved by The Township of Puslinch

The following regulations shall apply to a Single Detached House:

- Minimum required Lot Area 0.4 ha
- Minimum required Lot Frontage 25 m
- Minimum required Front Yard 25 m
- Minimum required Interior Side Yard 3.0 m
- Minimum required Exterior Side Yard 25 m
- Minimum required Rear Yard 30 m
- Maximum permitted Lot Coverage 30%

7.0 Conclusions and Planning Opinion

Based on the foregoing review of relevant history, policy and regulatory considerations, consideration of the illustrative site plan, consideration of the operational characteristics of the site and the proposed use, consideration and review of adjacent and nearby land use characteristics, this proposal:

- Has regard for and is consistent with provincial legislation and planning policies
- Does not conflict with any OMAFRA policy and MDS requirements
- Is permitted by and conforms to Wellington County Official Plan
- Will conform to, and comply with the zoning bylaw
- Is an innocuous and passive use
- Will enable on-going efficient use of land
- Does not impact any features associated with the natural environment
- Does not impact any existing mineral aggregate area, or aggregate potential that may exist sub-surface on the subject property
- Has safe road access from Side Road 10
- Is compatible and consistent with the existing localized land use pattern
- Does not require or result in any on-the-ground/physical changes to the land being used for an RVSU

Based on matters considered in this report, my professional opinion is that the requested zoning bylaw amendment is in the public interest, represents good planning, and should be approved.

Yours truly,
Van Harten Surveying Inc.



c/o Chris Corosky, RPP

APPENDIX A – ILLUSTRATIVE SKETCH FOR ZONE CHANGE

APPENDIX B – DRAFT ZONING BYLAW

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

By-law Number (2026) _____

A by-law to amend By-law Number 023-18, as amended, known as the Zoning By-law for the Township of Puslinch as it affects property known municipally as 6759 Laird Road, and legally described Part of Lot 11, Con. 5 – Part 1, 61R-11421, Township of Puslinch, County of Wellington.

WHEREAS Section 34(1) of the Planning Act, R.S.O. 1990, c.P.13 authorizes the Council of a Municipality to enact Zoning By-laws;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH ENACTS AS FOLLOWS:

1. Notwithstanding any provision of By-law Number 023-18 to the contrary, By-law Number 023-18, as amended, is hereby further amended by changing the applicable zone on the lands denoted on Schedule “A” attached, from Agricultural (A) Zone to Recreational Commercial (RC) Zone – xxxx, subject to the following:

Permitted uses

- i) Recreational Vehicle Storage Use (RVSU)
- ii) A single detached dwelling

Regulations

Applicable to a Recreational Vehicle Storage Use (RVSU)

- | | | |
|-------|---|------------|
| i) | Minimum lot area | 2.3 ha |
| ii) | Maximum lot area | 2.3 ha |
| iii) | Minimum frontage | 109 metres |
| iv) | Minimum required Front Yard | 30 m |
| v) | Minimum required Interior Side Yard | 33 m |
| vi) | Minimum required Exterior Side Yard | 30 m |
| vii) | Minimum required Rear Yard | 30 m |
| viii) | Maximum parking / storage area | 0.6 ha |
| ix) | Minimum visual buffer comprised of natural or planted vegetation between street or road | 25 metres |
| x) | A site plan illustrating compliance with zoning regulations, layout, and operational attributes is to be approved by The Township of Puslinch | |

Applicable to a Single Detached House:

- | | | |
|----|---------------------------|--------|
| i) | Minimum required Lot Area | 0.4 ha |
|----|---------------------------|--------|

ii)	Minimum required Lot Frontage	25 m
iii)	Minimum required Front Yard	25 m
iv)	Minimum required Interior Side Yard	3.0 m
v)	Minimum required Exterior Side Yard	25 m
vi)	Minimum required Rear Yard	30 m
vii)	Maximum permitted Lot Coverage	30%

Definition

Recreational Vehicle Storage Use (RVSU): outdoor area used for the parking / storage of recreational vehicles, recreational trailers, and boats on a temporary or seasonal basis. Parking / storage may occur throughout the year, but customer access to the RVSU shall only be permitted from May 1 to November 1 of any year.

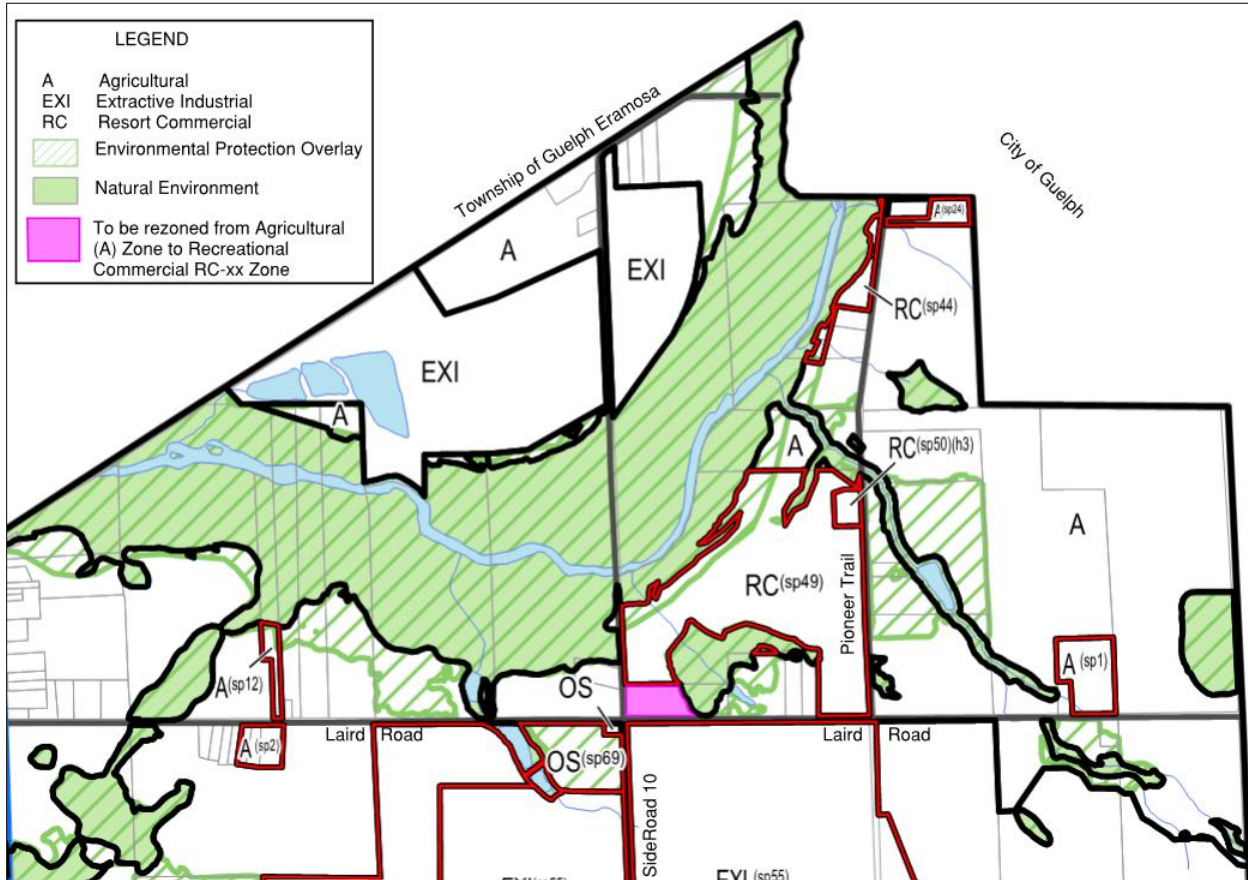
This by-law shall come into force and effect on the date of its final passing, subject to the provisions of the Planning Act, 1990 and amendments thereto.

PASSED this ____ day of _____, 2026.

MAYOR

CLERK

SCHEDULE "A"



PASSED this ____ day of _____, 2026.

MAYOR

CLERK

APPENDIX C – SPILL MANAGEMENT PLAN

Spill Management and Fire Plan (Provided by Owner)

The owner/operator is currently certified in both NFPA 1072 Hazardous Materials Awareness and NFPA 1072 Hazardous Materials Operations. This includes training in Spill Containment. The owner/operator has attended and in some cases supervised multiple Hazmat Fire calls including large fuel spills and emergency scenes.

A 20 gallon spill kit is stored on the site inside the entrance along with one of two large water bladders on skids that are filled with water from April-November. A second large water bladder on a skid is located in the middle of the storage site. These are movable by the owner/operators large tractor and front forks if needed.

A bi-annual checklist is filled out by the owner/operator to ensure the spill kit is fully stocked as per the inventory list.

The same large Kubota tractor used for snow removal is available for use anytime for emergencies and is equipped with front forks, front loader, rear backhoe and attachable grapple.

The storage facility entrance is maintained and easily accommodates Fire trucks both in width and height in the event of an emergency.

The storage facility entrance and perimeter is kept clear of snow during the winter months as needed and the grass is cut short to decrease the risk of fire.

Leaf blowers are available for grass fire suppression purposes and the owner/operator has extensive experience attending dozens of grass fire, structure fire and vehicle fires.

Spill Kit Inspection Checklist



Inspection Date:		Kit Type and Location:		
Spill Kit Readiness		Y / N	Notes (if applicable)	
Is the container clean and free of damage?				
Is the spill kit clearly marked, visible, and unobstructed?				
Is the kit stored in a dry location or in a weather-resistant container?				
Is the tamper-proof seal or tie in place? (if applicable)				
Item	Quantity	Acceptable Condition? Y / N	Restock / Replace? Y / N	Notes (if applicable)
ABSORBENTS <i>Inspect items for any unexpected smell, moisture, overall condition and general appearance (e.g. brittle/faded)</i>				
Mats/Pads				
Booms/Socks				
Pillows				
Loose/Granular				
Wipers				
Specify Other:				
PPE <i>Inspect items for any unexpected condition or appearance (e.g. brittle or otherwise degraded)</i>				
Respirator				
Safety goggles				
Gloves				
Body Suit/Apron				
Booties/Overshoes				
Specify other:				
TOOLS/OTHER RESPONSE EQUIPMENT <i>Inspect items for any unexpected condition (e.g. expiry date or degraded)</i>				
Shovel				
Broom				
Dust Pan				
Disposal Bags				
Patch/Repair Tools				
Chemical Neutralizer				
Specify other:				
Specify Any Necessary Corrective Actions:				
Name of Inspector:		Signature:		

This checklist is an example only and AbsorbentsOnline accepts no liability for its use in conjunction with compliance or precautions at your facility.

D14-BAR – Zoning By-law Amendment - 6759 Laird Rd W – 1st Submission Comment

Summary

<u>Consultant</u>	<u>Comments</u>
NPG	See attached letter
GEI	See attached letter
Wellington Hydrogeology	See attached letter
GRCA	See attached letter
NRSI	See attached letter
Source Water	Sufficient information has been provided to deem the application complete
Township Fire Department	No comments
Township Bylaw Department	No comments
Township Public Works	No comments
Township Building Department	No comments
County Planning Department	<ul style="list-style-type: none"> - Planning staff have reviewed the first submission documents for subject property 6759 Laird Rd and understand that the application is to permit a storage use for recreational vehicles, recreational trailers, and boats. - The subject property is designated as Recreational Area, Secondary Agricultural Area, and Greenlands System within the County of Wellington Official Plan and is located within the mineral aggregate resource overlay. Greenlands System features include significant woodlands, provincially significant wetlands, and wetlands regulated by the Grand River Conservation Authority. - It is acknowledged that the applicant has submitted: <ul style="list-style-type: none"> o A Planning Justification Report including a draft by-law o An illustrative sketch of the zone change - It is noted that an Environmental Impact Study (EIS) has not been submitted with the application. It is understood that the Grand River Conservation Authority and the Township Ecologist are commenting on the completeness of the application. The Township will need to be satisfied that an

	<p>EIS is not required and that the proposal conforms with the Greenlands System policies of the County Official Plan. This includes determining no negative impacts.</p> <ul style="list-style-type: none">- It is noted that the submitted Planning Justification Report includes an MDS review. There appears to be a barn located at 6795-6803 Laird Rd within 500 m of the property. A farm data sheet should be provided from the farm owner/operator to ensure MDS I can be achieved.- It is noted that the subject lands are located within a WHPA with vulnerability scores of 2, 4, and 6 and located within a WHPA Q1/Q2. It is understood that Wellington Source Water Protection will provide comments under a separate cover regarding completeness.- County planning staff have no objection to the application being deemed complete provided the Township is satisfied regarding whether an Environmental Impact Study is required to support the application.- More detailed comments will be provided after the application has been deemed complete and circulated for formal comments. We look forward to receiving the formal notice of complete application once the application is deemed complete.
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January 16, 2025

Monika Farncombe
7404 Wellington Road 34,
Puslinch, Ontario

Dear Monika Farncombe,

RE: **NPG Comments**
6759 Laird Road West
RE: Application for Zoning By-law Amendment -
Determination if Required Information and Materials Have Been Provided

NPG Planning Solutions Inc. (NPG) has been retained to comment on whether required information and materials have been provided regarding a Zoning By-law Amendment Application on lands municipally known as 6759 Laird Road West ("Subject Lands"), to permit an existing recreational vehicle storage use. Preliminary technical comments have also been provided.

The Subject Lands are 3.77 hectares in size and there are no buildings or structures on the Subject Lands. Surrounding uses consist of agricultural uses to the west, a cemetery, agricultural and extractive uses to the south, and the Speed River and a Christmas tree farm to the north.

A large portion of the property is within the Grand River Conservation Authority's (GRCA) regulation limit. In detail, the Subject Lands contain the following natural features: woodlands and wetlands (including provincially significant woodlands). The existing recreational vehicle storage use is located outside of the GRCA's regulation limit.

This is the first submission a Zoning By-law Amendment Application. As part of the submission, NPG has reviewed the following documents:

- Planning Justification Report prepared by VanHarten Surveying Inc., dated December 9, 2025;
- Pin Map and Parcel Registers;
- Land Transfer Documents; and

- Zone change sketch prepared by VanHarten Surveying Inc., dated December 9, 2025.

Comments

1. Determination of Completeness:

- a. We have no issues with the Township deeming the Zoning By-law Application complete from a planning perspective, provided that there is no objection from other commenting parties.

2. Additional Requirements:

- a. An updated Site Plan with the matters below addressed.

3. Technical Comments:

- a. With respect to the Planning Justification Report, we offer the following comments:
 - i. The Applicant is proposing that a single detached dwelling is also permitted as an additional use. The Subject Lands are designated Recreational by the County of Wellington Official Plan (“County Official Plan”). Section 6.7.2 states that the following uses are permitted within this designation: seasonal recreational uses, active and passive recreational activities including golf courses, commercial activities related to and serving recreational activities, and publicly accessible built and natural settings for recreation. The Applicant needs to provide justification on how the proposed residential use complies with section 6.7.2 of the County of Wellington Official Plan.
 - ii. Provision x) states that “a site plan illustrating compliance with zoning regulations, layout, and operational attributes is to be approved by The Township of Puslinch”. We will recommend that a holding provision is included in the Zoning By-law to require Site Plan Approval.
 - iii. The proposed minimum front yard is 30 meters; however, the zone sketch demonstrates that the existing outdoor storage area is only setback by 26 meters from the front lot line. Please revise and/or clarify the intent behind the recommended 30 meter setback.
- b. With respect to the Draft Zoning By-law, we offer the following comments:
 - i. The applicant should clarify if any overnight accommodation is proposed on the Subject Lands, as part of the proposed recreational vehicle storage use.

- c. With respect to the Zone Sketch, we offer the following comments:
 - i. The Zone Sketch should be revised to include a zoning matrix demonstrating compliance with all applicable provisions of the Puslinch Zoning By-law.
- d. Parkland dedication and Development Charges may be required in accordance with the prevailing Township's by-laws.
- e. The following information is available to assist with a submission:
 - i. Site Plan and Drawing Requirements - https://puslinch.ca/wp-content/uploads/2020/09/Site-Plan-and-Drawing_Guidelines.pdf
 - ii. Municipal Development Standards - https://puslinch.ca/wp-content/uploads/2022/07/117006-3-Puslinch-Standards_FINAL-September-2019.pdf
 - iii. Puslinch Design Guidelines - <https://puslinch.ca/wp-content/uploads/2022/07/Puslinch-Design-Guidelines-Feb-2010.pdf>

Sincerely,



Jesse Auspitz, MCIP, RPP

Principal Planner

NPG Planning Solutions Inc.

jauspitz@npgsolutions.ca

January 12, 2026
GEI Project No. 2402605 – 124006-010

VIA CLOUDPERMIT: Township of Puslinch
Township Application No. D14-BAR

Monika Farncombe
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON NOB 2J0

**Re: ZBA 1st Submission
6759 Laird Road West
Puslinch, ON**

Dear Ms. Farncombe:

GEI Consultants Canada Ltd. (GEI) have reviewed first submission documents for a Zoning By-Law Amendment application received on January 2, 2026, in support of a proposed minor variance on the subject lands located at 6759 Laird Road West in the Township of Puslinch.

It is our understanding that the purpose of the minor variance is to permit existing RV storage. No physical changes to the site are proposed.

A pre-consultation meeting was held on November 21, 2024.

1. Documents Received

All plans and studies required from an engineering perspective have been submitted to support the zoning bylaw amendment application.

The following documents were received as part of this submission and will be reviewed by GEI:

- Illustrative Sketch for Zone Change, prepared by Van Harten, dated December 9, 2025.
- Planning Justification Report, prepared by Van Harten, dated December 9, 2025.

The following documents were also received as part of this submission:

- PIN Report, dated December 8, 2025.
- PIN Map, dated August 29, 2024.
- LRO Transfer (WC290985), dated September 14, 2010.
- LRO Transfer (WC568317), dated May 24, 2010.

2. Additional Documents Required

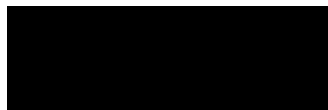
All plans and studies required from an engineering perspective have been submitted to support the zoning bylaw amendment application, and additional documents are not required. We are in support of this application being deemed complete at this time.

Technical review of the submitted documents will be completed at a later date.

If you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,

GEI Consultants Canada Ltd.



Andrea Reed, P.Eng.
Project Engineer



Parth Lad, E.I.T.
Technical Specialist

WHL Project: 2501.15 (Township File: D14-BAR)

January 15, 2026

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

Attention: Monika Farncombe
Development and Legislative Coordinator

RE: Hydrogeological Comments for Zoning By-Law Amendment (Preconsultation)
6759 Laird Road West, Puslinch, Ontario

Wellington Hydrogeology Ltd. (WHL) is pleased to provide hydrogeological comments on the above-noted submission for 6759 Laird Road West, Puslinch, Ontario (the Site).

Based on the applicant's submission, we understand that:

- The Site is an approximately 37.7 ha parcel with a frontage of 109.9 m and depth of 346 m. The Site was a former golf course ("Crooked Links") and is currently vacant land.
- The Site is currently zoned Agricultural and Natural Environment, with an Official Plan designation of Recreational Areas and Core Greenlands. The proposal seeks rezoning to permit storage of recreational vehicles (RV) on a portion of the lands, which has already been occurring for 5+ years. The application includes proposed storage of RVs, travel trailers, cargo trailers, utility trailers and boats.
- Surrounding land uses include agricultural to the west and east, recreational (resort commercial) to the north, and a gravel pit (extractive) to the south.
- The proposed (existing) RV storage area is approximately 0.6 ha with a gravel driveway entrance off Sideroad 10 North on the west side of the Site. The parking area utilizes "native ground/subgrade – no asphalt or concrete required" and "the continued use of the site requires no physical improvement or changes" (VanHarten, 2025b).

January 19, 2026

3462

Township of Puslinch
7404 Wellington County Rd 34
Puslinch, ON
N0B 2J0

Attention: Monika Farncombe
Planning and Corporate Services Coordinator

**RE: 6759 Laird Road West, Township of Puslinch
Zoning By-law Amendment Application Review Comments**

As requested, we have reviewed the Zoning By-law Amendment (ZBA) Application ('Application') submitted to the Township of Puslinch (the "Township") by Van Harten Land Surveyors - Engineers, on behalf of Scott Bardwell, for proposed recreational vehicle storage use at 6759 Laird Road West, Township of Puslinch, Ontario ('subject property'). Our comments are set out below.

Background

The subject property is located north of Laird Road West, west of Pioneer Trail, east of Wellington Road 32, and south of Niska Road in the Township of Puslinch, ON. It is understood that the applicant wishes to continue the storage of RVs, recreational trailers, and boats within the western portion of their property, as described in the Planning Justification Report. The requested zoning change is submitted to remedy a zoning by-law non-compliance infraction that was issued. NRSI staff previously provided peer review comments (November 7, 2024) on a Pre-Consultation Request for the proposed continued RV storage use on the subject property, as well as a permit for the future development of a single detached residence.

Reviewed Materials

In order to complete this review assignment, NRSI staff have assessed the following materials:

- Illustrative Sketch for Zone Changes, Part of Lot 11, Concession 5, Township of Puslinch, County of Wellington (December 2025). Prepared by Van Harten Land Surveyors – Engineers;
- Planning Justification Report, Proposed Zoning Bylaw Amendment (December 2025). Prepared by Van Harten Surveying Inc.;
- "Make a Map: Natural Heritage Areas", Ministry of Natural Resources (2026);
- County of Wellington Official Plan (last updated December 2025);
- Township of Puslinch Comprehensive Zoning By-law No. 023-18 (Consolidated April 2025); and,

- Grand River Conservation Authority (GRCA) Regulation Mapping, Grand River Conservation Authority (2026).

Comments on Reviewed Materials

- Under Schedule B7 of the County of Wellington Official Plan (2025), the western portion of the property is designated recreational and the eastern portion is designated Greenlands and Core Greenlands.
- Information available from the Natural Heritage Information Centre (NHIC) indicates records of herpetofauna species of special concern Eastern Milksnake (*Lampropeltis triangulum*) within proximity of the subject property (NHIC 2025).
- Information available from the NHIC also indicates records within proximity of the subject property for threatened Least Bittern (*Botaurus exilis*), Eastern Meadowlark (*Sturnella magna*) and Bobolink (*Dolichonyx oryzivorus*), the endangered Red-headed Woodpecker (*Melanerpes erythrocephalus*), as well as species of special concern Eastern Wood-Pewee (*Contopus virens*), Wood Thrush (*Hylocichla mustelina*), Barn Swallow (*Hirundo rustica*), and Grasshopper Sparrow (*Ammodramus savannarum*) (NHIC 2025). Based on the available background information, we do not anticipate that habitat for these species occurs within the proposed storage areas.
- As stated in our previous letter (NRSI 2024), available air photography shows intermittent tree cover throughout the subject property and a more densely treed area to the east of the property, which is identified as woodland by the NHIC (NHIC 2026). The western and southern boundaries of the subject property also contain treed areas that appear to be coniferous plantations, contiguous with additional woodlands on and off the property. A portion of the Speed River Provincially Significant Wetland (PSW) directly overlaps the eastern section of the subject property and abuts the subject property to the north. The Speed River PSW is also located adjacent (i.e., within 120m) to the subject property to the west.
- The area proposed for RV storage is within the western section of the subject property. Based on the Illustrative Sketch for Zone Change, it is understood that the footprint of the existing RV storage area is not to be expanded.
- We understand the proposed storage area is not being expanded, with no vegetation/tree removal and no new impacts to natural heritage features are anticipated. While the lands to be rezoned include areas adjacent to Core Greenlands/PSW and portions of the property are within GRCA's regulated area, it is acknowledged that the existing storage footprint remains outside the 30ms adjacent to the wetland /regulated area as acknowledged in prior GRCA correspondence.
- On that basis, we are supportive of the application as proposed, provided the storage area remains limited to the existing disturbed footprint. Any future expansion toward natural areas and/or tree/vegetation removal would represent a change in scope and would require an appropriate ecological impact assessment and, where applicable, GRCA permitting.

Please do not hesitate to contact us if you require further clarification on these matters.

Sincerely,
Natural Resource Solutions Inc.



Jack Richard, M.F.C., R.P.F.
Biologist and Registered Professional Forester



Sydney Gilmour, M.Sc.
Terrestrial and Wetland Biologist

- No servicing (water, sewer, stormwater, etc.) is proposed. No dump facilities or garbage facilities are proposed.

Documents Reviewed

WHL reviewed the following documents in preparation of these hydrogeological comments:

1. Van Harten Surveying Inc. (VanHarten). 2025a. Illustrative Sketch for Zone Change, Part of Lot 11, Concession 5, Township of Puslinch, County of Wellington. Project No. 33816-24, dated December 9, 2025.
2. Van Harten Surveying Inc. (VanHarten). 2025b. Planning Justification Report, 6759 Laird Road West, Puslinch. File No. 33816-24, dated December 9, 2025.

Determination of Completeness

From a hydrogeological perspective the current application is complete.

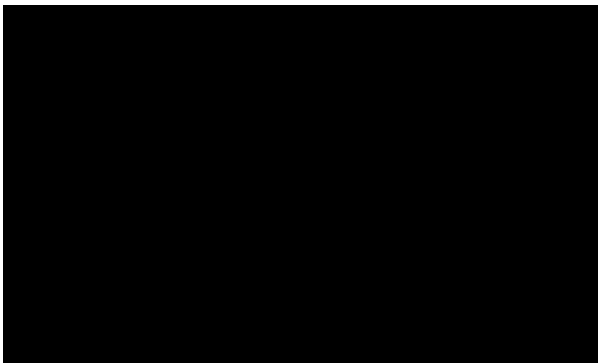
Additional Requirements

No additional information/materials are required at this time.

Closure

We appreciate the opportunity to provide these comments. Should you have any questions or concerns, please do not hesitate to contact the undersigned.

WELLINGTON HYDROGEOLOGY LTD.



Angela Mason, M.Sc., P.Geo., QP_{ESA}
Senior Hydrogeologist and CEO
Cell: 519-831-9696
Email: amason@wellingtonhydrogeology.com



January 14, 2026

Via email

GRCA File: 6759 Laird Road West

Monika Farncombe
Development and Legislative Coordinator
Township of Puslinch
7404 Wellington Rd 34,
Puslinch, ON, N0B 2J0

**Re: Zoning By-Law Amendment Application
6759 Laird Road West, Puslinch**

Dear Monika Farncombe,

Grand River Conservation Authority (GRCA) staff has reviewed the above-noted application to facilitate the existing storage of RVs and a future single detached residence within the subject property.

Recommendation

GRCA has no concerns with the proposed zoning by-law amendment application. We request the Natural Environment Zone (NH) be maintained. Please see our detailed comment below.

Documents Reviewed by Staff

Staff have reviewed the following documents submitted with this application:

- Planning Justification Report prepared by Van Harten Surveyors, dated Dec 9, 2025)
- Illustrative Sketch for Zone Change (prepared by Van Harten Surveyors, dated Dec 9, 2025)

GRCA Comments

GRCA has reviewed this application under the Mandatory Programs and Services Regulation (Ontario Regulation 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 5.2 of the Provincial Planning Statement (PPS, 2024), as a regulatory authority under Ontario Regulation 41/24 and as a public body under the *Planning Act* as per our CA Board approved policies.

Information currently available at this office indicates that a portion of the subject property contains wetlands and its associated area of interference (within 30 m of the wetland boundary).

As such, a portion of the subject property is regulated by GRCA under Ontario Regulation 41/24. Any new development/site alteration within the regulated area will require a permit from the GRCA. A copy of GRCA's resource mapping is attached.

GRCA staff have reviewed the submission and generally have no concerns with the proposed zoning by-law amendment application. We request that the existing Environmental Protection (EP) Zone be maintained. Please note that the GRCA will not support any development within the wetland which includes the placement of structures. Should any development be proposed within 30 metres of the wetland, an EIS may be required.

The GRCA should be contacted if the development proposal changes. Should development be proposed within the regulated area, a GRCA permit will be required. No development is permitted within the wetland.

This will be considered a minor zoning by-law amendment application. Consistent with the GRCA's 2023-2025 approved fee schedule, we will invoice the applicant \$465 for our review of this application.

We trust this information is of assistance. Should you have any questions, please contact me at 519-621-2763 ext. 2231 or jezorlu@grandriver.ca.

Sincerely,



Ismet Esgin Zorlu
Resource Planner
Grand River Conservation Authority

Enclosed: GRCA Map

Copy: Scott Bardwell (via email)



Legend

- Regulation Limit (GRCA)
- Floodplain (GRCA)
 - Engineered
 - Estimated
 - Approximate
- Floodplain - Special Policy Area (GRCA)
- Slope Erosion (GRCA)
 - Steep
 - Oversteep
 - Toe
- Slope Valley (GRCA)
 - Steep
 - Oversteep
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel - Assessment (MPAC/MNRF)
- Conservation Area Boundary (GRCA)

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Disclaimer: This map is for illustrative purposes only. Information contained herein is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user. The source for each data layer is shown in parentheses in the map legend. See [Sources and Citations](#) for details.

