



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
APRIL 14, 2026, COMMITTEE OF ADJUSTMENT MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &  
IN-PERSON AT THE MUNICIPAL OFFICE –  
7404 WELLINGTON RD 34, PUSLINCH

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### **AGENDA**

**DATE:** April 14, 2026

**MEETING:** 7:00 PM

**≠ Denotes resolution prepared**

- 1. Call the Meeting to Order (Opening Remarks)**
- 2. Roll Call**
- 3. Moment of Reflection**
- 4. Confirmation of Agenda ≠**
- 5. Disclosure of Conflict of Interest**
- 6. Consent Agenda ≠**
  - 6.1 March 10, 2026 Committee of Adjustment Committee Meeting Minutes**
- 7. Application for Minor Variance or Permission** under section 45 of the Planning Act to be heard by the Committee this date:



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**7.1 D13-CHA– Chartrand, Vicky & Michel – 88-90 Gilmour Rd, Township of Puslinch**

Requesting relief from New Comprehensive Zoning By-law 23-2018, as amended, from Section 4.16.1(a) to permit a reduced minimum distance separation (MDS 1) from the barn at 76 Gilmour Road to the Severed Parcel to be 214 m instead of 231 m as required.

**RECOMMENDATION**

***That Report D13-2026-007 for the Minor Variance application for lands municipally known as 90 Gilmour Road be received for information; and***

***Whereas the Owner is requesting relief from the Township of Puslinch Zoning By-law 2018-023, as amended (Zoning By-law) to permit a reduced Minimum Distance Separation (MDS I) setback from an existing barn; and***

***Whereas the requested relief is to permit an MDS I setback of 214 metres, whereas 232 metres is required; and***

***Whereas the variance is associated with a previously approved consent application (B72-25); and***

***Whereas the subject lands are designated Secondary Agricultural within the County of Wellington Official Plan (Official Plan) and zoned Agricultural and Natural Environment under the Township Zoning By-law; and***

***Whereas Planning Staff is of the opinion that the requested variance maintains the general intent and purpose of the Official Plan and Zoning By-law and meets the four tests of the Planning Act;***

***Therefore, that Planning Staff recommend that the Minor Variance application be approved.***

**7.2 D13-CRO- Cross, Larry – Part Lot 18, Concession 9, Township of Puslinch**

Requesting relief of New Comprehensive Zoning By-law 23-2018, as amended, from Section 11.3, Table 11.2 to permit a reduced lot frontage of the lands to be severed to be 57 m, instead of 120 m as required.



**RECOMMENDATION**

***That Report D13-2026-008 for the Minor Variance application D13-CRO for lands legally described as Part of Lot 18, Concession 9, Plan 61R-8242 be received for information; and***

***Whereas the Applicant is proposing to permit a reduced lot frontage for the retained parcel as a result of an approved severance (B37-25); and***

***Whereas this application is required as a condition of consent application B37-25 that was approved at the County of Wellington (Land Division Committee); the consent application severed 0.8 hectares of land; resulting in a frontage of the retained vacant parcel being 57 metres with a lot area of 18.9 hectares; and***

***Whereas the variance requested would provide relief from Section 11.3 (Agricultural Zone Requirements) of the Township of Puslinch Zoning By-law 2018-023 (Zoning By-law), to permit a minimum lot frontage of 57.0 metres whereas 120.0 metres is required under table 11.3 of Zoning By-law; and***

***Whereas Planning Staff is of the opinion that the requested variance maintains the general intent and purpose of the County of Wellington Official Plan (Official Plan) and Zoning By-law and meets the four tests of the Planning Act;***

***Therefore, that Planning Staff recommend that the Minor Variance application be approved***

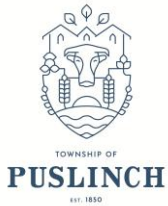
**8. New Business**

**8.1 None**

**9. Staff Report**

**9.1 None**

**10. Adjournment of Committee of Adjustment ≠**



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 AT 7404 WELLINGTON RD. 34

**MINUTES**

**DATE:** March 10, 2026

**MEETING:** 7:00 p.m.

The March 10, 2026 Committee of Adjustment 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  
 Kim McCarthy  
 Chris Pickard  
 Kiro Attia

**ABSENT:**

Paul Sadhra

**STAFF IN ATTENDANCE:**

Monika Farncombe, Planning & Corporate Services Coordinator

**3. MOMENT OF REFLECTION**

**4. CONFIRMATION OF THE AGENDA**

**Resolution No. 2026-008:**

Moved by Committee Member Kiro Attia and  
 Seconded by Committee Member Kim McCarthy

**That the Committee approves the March 10, 2026 Agenda as circulated; and**



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**CARRIED.**

**5. DISCLOSURE OF CONFLICT OF INTEREST:**

None

**6. CONSENT AGENDA**

**6.1 Approval of the Minutes**

**6.1. January 13, 2026 Committee of Adjustment Meeting Minutes.**

**6.2 Acknowledgement of 2026 OACA Conference Package Information**

**Resolution No. 2026-009:**

Moved by Committee Member Chris Pickard and  
Seconded by Committee Member Kim McCarthy

**That the Committee of Adjustment approves the Minutes from the meeting held January 13, 2026, and acknowledges Consent item 6.2 2026 OACA Conference Package Information as circulated.**

**CARRIED.**

**7. APPLICATIONS FOR MINOR VARIANCE OR PERMISSION** under section 45 of the Planning Act to be heard by the Committee this date:

**7.1 D13-WAN– Wang, Min - 7405 Wellington Rd 34, Township of Puslinch**

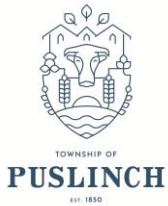
Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, Section 4.2(a)(i) to permit an attached additional residential unit that is 49% (121.46m<sup>2</sup>) of the total floor area of the principal dwelling unit instead of 45% (111.56m<sup>2</sup>) as required in the Zoning By-law

**Resolution No. 2026-010:**

Moved by Committee Chris Pickard Member  
Seconded by Committee Member Kim McCarthy

**That Report D13-2026-005 entitled Minor Variance Application D13-WAN be received for information; and**

**Whereas the Owner is requesting relief to permit the establishment of an additional residential unit within the existing single detached dwelling on the subject lands; and**



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**Whereas the variance requested would provide relief from Section 4.2(a) (General Provisions for Additional Residential Units) of the Township of Puslinch Comprehensive Zoning By-law 2018-023 (Zoning By-law), to permit an additional residential unit that exceeds the maximum 45 percent of the total floor area of the principal dwelling unit, up to a maximum of 130 m<sup>2</sup>; and**

**Whereas the total floor area of the principal dwelling unit is 248 m<sup>2</sup>, and the total floor area of the additional dwelling unit is 121.5 m<sup>2</sup> which equates to 49% of the total floor area; and**

**Whereas the subject lands are zoned Future Development 2 (FD2) per the Zoning By-law, and additional residential units are permitted within this zone, the dwelling is existing and no exterior building additions are proposed; and**

**Whereas the finished floor elevation of the additional residential unit is above the Regulatory Floodplain Elevation (RFE) of 315.18 m and are not within hazardous lands as identified and regulated by the Grand River Conservation Authority; and**

**Whereas the proposed development maintains the residential character of the property and surrounding area; and**

**Whereas, the minor variance application would maintain the general intent and purpose of the County of Wellington Official Plan (Official Plan) and Zoning By-law, and is desirable and appropriate for the development of the subject property;**

**Therefore, that planning staff consider the request to be minor and have no concerns with the application.**

**CARRIED.**

**7.2 D13-WIT- Witney, Matthew – 2 Hemlock Cres, Township of Puslinch**

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, Section 14.0, Site Specific 86 to permit a maximum lot coverage of 38%, instead of 35% as required in the Zoning By-law.



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**Resolution No. 2026-011:**

Moved by Committee Member Kiro Attia and  
Seconded by Committee Member Kim McCarthy

**That Report D13-2026-006 entitled Minor Variance Application D13-WIT be received for information; and**

**Whereas the Applicant is proposing to construct a deck, above 0.6 metres in height which will connect the two existing decks accessory to the single detached dwelling on the subject lands; and**

**Whereas the variance requested would provide relief from Section 14, Table 14.1, Site Specific Special Provisions No. 86 of Township Comprehensive Zoning By-law 2018-023, as amended (Zoning By-law), requesting permission to allow an increased lot coverage of 38% instead of 35%; and**

**Whereas the proposed deck is accessory in nature, represents a minor addition to the existing built form, and is not anticipated to negatively impact adjacent properties or the surrounding residential character of the Mini Lakes community; and**

**Whereas, the minor variance application would maintain the general intent and purpose of the County of Wellington Official Plan (Official Plan) and Zoning By-law, and is desirable and appropriate for the development of the subject property;**

**Therefore, that planning staff consider the request to be minor and have no concerns with the application.**

**CARRIED.**

**8. NEW BUSINESS**

None

**9. Staff Reports**

None



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**9. ADJOURNMENT**

**Resolution No. 2026-012:**

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

**That the Committee of Adjustment hereby adjourns at 7:15 p.m.**

**CARRIED.**



## REPORT D13-2026-007



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TO: Committee of Adjustment Chair and Members of Committee

PREPARED BY: Max Fedchyshak, MCIP, RPP, Senior Planner

PRESENTED BY: Monika Farncombe, Planning and Corporate Services Coordinator

MEETING DATE: April 14, 2026

SUBJECT: Minor Variance Application File: D13-CHA  
88-90 Gilmour Road, Township of Puslinch

APPLICANT: Hailey Keast, Applicant  
Vicky Chartrand, Property Owner

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### **RECOMMENDATION**

**That Report D13-2026-007 for the Minor Variance application for lands municipally known as 90 Gilmour Road be received for information; and**

**Whereas the Owner is requesting relief from the Township of Puslinch Zoning By-law 2018-023, as amended (Zoning By-law) to permit a reduced Minimum Distance Separation (MDS I) setback from an existing barn; and**

**Whereas the requested relief is to permit an MDS I setback of 214 metres, whereas 232 metres is required; and**

**Whereas the variance is associated with a previously approved consent application (B72-25); and**

**Whereas the subject lands are designated Secondary Agricultural within the County of Wellington Official Plan (Official Plan) and zoned Agricultural and Natural Environment under the Township Zoning By-law; and**

**Whereas Planning Staff is of the opinion that the requested variance maintains the general intent and purpose of the Official Plan and Zoning By-law and meets the four tests of the *Planning Act*;**

Therefore, that Planning Staff recommend that the Minor Variance application be approved

**Requested Relief**

The Minor Variance application, under Section 45(1) of the *Planning Act*, requests the following variances:

Regulation	By-law Section	Requirement	Proposed	Extent of Relief
Minimum Distance Separation (MDS I)	Section 4.16	232 m	214 m	18 m

**Subject Property Key Map:**



**Background:**

The subject lands are municipally known as 90 Gilmour Road and are legally described as Part of Lot 23, Concession 8 in the Township of Puslinch. The property is located within a rural area characterized by agricultural uses. The lands are currently developed with an existing dwelling and accessory structures and are serviced by private well and septic. Surrounding land uses consist primarily of agricultural operations and rural residential dwellings.

This Minor Variance application is associated with a recently approved consent application (B72-25), which permits the creation of a new rural residential parcel, subject to zoning clearance as one of the conditions of approval. The severed parcel is 0.46 hectares in area and is intended to accommodate a future single detached dwelling. The retained parcel will continue to contain the existing dwelling and accessory structures.

A previous consent application affecting the subject lands was approved by the County in 2023 (B53-23). That application required relief from the Minimum Distance Separation I (MDS I) provisions, as a setback of 217 metres was proposed where 255 metres was required.

One "barn" located at 76 Gilmour Road generates the MDS I influence on the subject lands. During the review of B53-23, the owner of 76 Gilmour Road was unable to complete the MDS form but advised that the structure was used for storage rather than livestock. MDS calculations were therefore completed using the approximate building area, resulting in a Type B setback requirement of 255 metres, compared to the 217 metre separation proposed at that time. A corresponding minor variance was approved by the Township on August 8, 2023, permitting a MDS I setback of 217 metres where 255 metres was required (File D13/CHA).

Following approval, it was determined that the lot line configuration associated with the 2023 consent resulted in a condition requiring removal of the existing shed on the proposed severed parcel. As the shed was not removed, the conditional consent lapsed, necessitating a new consent application and a new minor variance to address MDS I requirements.

The recently conditionally approved consent (B72-25) proposes a slightly revised lot configuration to allow the existing shed to remain. The proposed lot line has been rotated clockwise and shifted approximately 3 metres west of the configuration approved under B53-23. This adjustment provides adequate space for a new driveway on the severed parcel between the shed and the new property line.

For the current minor variance application , a signed MDS Farm Data Sheet has been provided by the owners of 76 Gilmour Road, and the building area has been confirmed through survey. Based on this updated information, the required MDS I setback is 232 metres, while the proposed separation to the severed parcel is 214 metres. Relief from the MDS I setback is therefore requested through this application.

The subject lands are designated Secondary Agricultural within the County of Wellington Official Plan, which permits severances subject to criteria outlined in Section 10.4.4. The lands are zoned Agricultural (A) and Natural Environment (NE) under the Township of Puslinch Zoning By-law.

**Discussion of Four Tests of Minor Variance:**

Four Tests	Discussion
<p><b>Does the proposed relief maintain the general intent and purpose of the Official Plan?</b></p>	<p>The subject lands are designated Secondary Agricultural within the Official Plan, which permits rural severances subject to compatibility with surrounding uses. The proposed development does not impact agricultural operations as evident though to the presence of residential uses in closer proximity to the “barn” on the adjacent lands. The proposal maintains the general intent and purpose of the Official Plan.</p>
<p><b>Does the proposed relief maintain the general intent and</b></p>	<p>The intent of the MDS provisions is to minimize land use conflicts between sensitive uses and livestock operations. In this case, the barn associated with the MDS calculation</p>

Four Tests	Discussion
<b>purpose of the Zoning By-law?</b>	is not actively used for livestock, and the reduced setback does not create a conflict. The variance represents a minor deviation resulting from a lot line adjustment and maintains the intent of the Zoning By-law.
<b>Is the proposed relief desirable for the development and use of the land, building or structure?</b>	The requested relief facilitates the implementation of a previously approved severance and allows for appropriate development of the severed parcel. The proposal supports rural residential development while minimizing land use compatibility conflicts. The variance is desirable for the appropriate use of the land.
<b>Is the proposed relief considered minor in nature?</b>	The requested reduction from 232 metres to 214 metres represents a difference of 18 metres. Further, the retained lot is located in closer proximity to the MDS “barn” than the severed lands, with no known land use compatibility conflicts between the uses. The impact of this reduction is limited and does not result in adverse land use compatibility issues. The variance reflects a minor adjustment to an approved configuration and is considered minor in nature.

**Conclusion:**

Planning Staff is of the opinion that the requested variance application meets the four tests of the *Planning Act*. Staff trust that this report will be of assistance to the Committee in their consideration of this matter.

**Engagement Opportunities:**

- Township Active Planning Application Website;
- Public Notice of Hearing and Committee Decision (Statutory);
- Notice of Public Hearing Resident Guide.

**Attachments:**

- Schedule "A" Application
- Schedule "B" Sketch/Elevations/Floor Plans
- Schedule "C" Staff/Public/Agency Comments

**Report prepared by:**

**Report reviewed by:**

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**Max Fedchyshak, MCIP, RPP  
Senior Planner  
NPG Planning Solutions Inc.**

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**Justine Brotherson  
Director of Corporate Services/  
Municipal Clerk**



**Affidavit**

Township of Puslinch  
7404 Wellington County Rd 34, Puslinch, ON N0B 2J0  
(519) 763-1226

Cloudpermit application number CA-3523001-P-2026-18
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<b>Applicant</b>		
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	

<b>Agent</b>		
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	

<b>Property owner, Payer</b>		
Last name Chartrand	First name Vicky	Corporation or partnership
Street address 90 Gilmour Road	Unit number	Lot / Con.
Municipality Puslinch	Province Ontario	Postal code N0B 2J0
Other phone	Mobile phone [REDACTED]	
Fax	Email [REDACTED]	

**Subject Land Information**

Address	Legal description	Roll number
88-90 GILMOUR RD (Primary)	CON 8 REAR PT LOT 23 RP;61R8303 PART 1 RP 61R8873;PART 1	2301000006017040000

**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



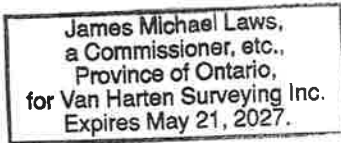
Municipality

City of Etobicoke

Day, month, year

March 6, 2026

Place an imprint of your stamp below



**Affidavit and signatures**

**Applicant**

The Jeff Buisman, 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.

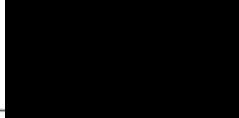
**Notice with respect to collection of personal information**

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.

Signature

Date



March 6, 2026

Jeff Buisman

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

Provide a description of the "entire" property			
Concession 8	Lot Part of Lot 23	Registered Plan Number	
Area in Hectares 0.46	Area in Acres	Depth in Meters 122	
Depth in Feet	Frontage in Meters 42.7	Frontage in Feet	Width of road allowance (if known) 12.19m

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? The following minor variance is required for the Severed Parcel of file B72-25: A) To permit a reduced minimum distance separation (MDSI) from the barn at 76 Gilmour Road to the Severed Parcel to be 214m instead of 231m as required in accordance with Section 4.6 of the Zoning By-law. The previous minor variance was approved for 217m and with the revised severance configuration this has to be applied for again for the 3 meters difference from the original minor variance approval.	Why is it not possible to comply with the provisions of the by-law? A severance application has been approved, subject to conditions and a minor variance is required to address the reduced MDSI setback from the barn located at 76 Gilmour Road, although there is no livestock in the building. A minor variance was previously applied for an approved, however the severance lot line has since shifted and now a new minor variance request is required for the slight difference as the new lot line is a few meters closer to the barn. Please see the covering letter for more details on the request.

What is the current Official Plan and zoning status?	
Official Plan Designation Secondary Agricultural	Zoning Designation Agricultural
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? Gilmour Road	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		
<b>Indicate the applicable water supply and sewage disposal:</b>		
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 for both parcels Severed Parcel - a new dwelling proposed & existing shed to remain Retained Parcel - existing dwelling and detached garage and sheds to remain	What is the existing use of the abutting properties? Rural Residential / Agricultural

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters 3	Main Building Height in Feet 9.8	Percentage Total Lot Coverage N/A
Percentage Accessory Lot Coverage 1%	Number of Parking Spaces 0	Number of Loading Spaces 0
Number of Floors 1	Total Floor Area in Square Meters 45	Total Floor Area in Square Feet 485
Ground Floor Area (Exclude Basement) in Square Meters 45		Ground Floor Area (Exclude Basement) in Square Feet 485

Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters 6	Main Building Height in Feet 20	Percentage Total Lot Coverage 5.4%
Percentage Accessory Lot Coverage 1.0%	Number of Parking Spaces 3	Number of Loading Spaces 0
Number of Floors 2	Total Floor Area in Square Meters 250	Total Floor Area in Square Feet 2690
Ground Floor Area (Exclude Basement) in Square Meters 250		Ground Floor Area (Exclude Basement) in Square Feet 2690

**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 83	Front Yard in Feet 272	Rear Yard in Meters 26
Rear Yard in Feet 85	Side Yard (interior) in Meters 3.6 & 11	Side Yard (interior) in Feet
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 Sept. 14, 2000	Date of construction of buildings property Unknown	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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Please indicate the file number and describe briefly D13/CHA - Minor Variance for reduced MDSI to the severed parcel - see covering letter for more details.

**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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Are there any easements on the subject property? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Consent (Severance): File Number B72-25	Consent (Severance): Approval Authority County of Wellington	Consent (Severance): Subject Lands 90 Gilmour Road
Consent (Severance): Purpose Rural Residential Severance		Consent (Severance): Status Approved, subject to conditions
Minor Variance: File Number D13/CHA	Minor Variance: Approval Authority Township of Puslinch	Minor Variance: Subject Lands 90 Gilmour Road
Minor Variance: Purpose Permit a reduced MDSI setback from barn at 76 Gilmour Road to the Severed Parcel of B52-23 that wasn't finalized		Minor Variance: Status Approved

**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.



March 6, 2026

34762-25

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 B72-25  
Previous Severance B52-23 and Minor Variance D13-CHA  
90 Gilmour Road  
Part of Lot 23, Concession 8  
PIN 71195-0683  
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, the required deed, MDS Farm Data Sheet. Payment for the application fee of **\$1,639.00**, will be made directly with the Township by the property owner.

**Background:**

The approved severance (B72-25) at #90 Gilmour Road (PIN 71195-0683) is creating a new lot for rural residential purposes. The Severed Parcel will have a frontage of 42±m, depth of 122±m, for an area of 0.46±ha where the existing small shed will remain and a new single-detached dwelling is proposed.

The Retained Parcel will have a frontage of 93±m, depth of 122±m, for an area of 1.08±ha where the existing dwelling, detached garage and small sheds will remain.

The recently approved severance (B72-25) is almost identical to severance application (B53-23) that was approved, subject to conditions in September 2023 for the subject property. However that severance was never finalized.

During the first submission (B53-23), the owner's intention was to keep the shed located on the Severed Parcel, however due to miscommunication on the configuration, the application was approved which showed the shed to be removed and the owner was not able to complete Severance Application B52-23 and keep the shed.

The property owners recently re-applied for the severance (B72-25) with a slightly altered configuration from B52-23 in order to keep the existing shed. The proposed property line has been rotated clockwise and shifted 3m to the west relative to the configuration approved by B53-23. This reconfiguration allows for the new driveway on the severed parcel to be comfortably located between the shed and the new property line. The other benefit of the rotated property line is that it is now more parallel to the wall of the garage.

**Minor Variance Proposal:**

A Minor Variance request is being made for the Severed Parcel of Application B72-25 that was approved subject to conditions at the December 2025 County Land Division Committee Meeting. The variance is required to satisfy Conditions 6 and 11 of the approved application. The Minor Variance request is as follows:

- A) To permit a reduced Minimum Distance Separation (MDSI) setback from the barn at #76 Gilmour Road to the Severed Parcel to be 214m vs. 231m required in accordance with Section 4.16 of the Zoning By-law.**

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

We have since received the Signed MDS Farm Data Sheet from the owners of 76 Gilmour Road which indicates that the barn is vacant, and we have also surveyed in the building to obtain accurate dimensions to the severed parcel. Based on the signed MDS form, the required distance using Type B calculation is 231m whereas, the actual distance to the severed parcel is 214m. The previously approved minor variance was for 217m – a difference of 3m – however because of the new severance line shift, the minor variance is required.

We consider this request to be minor in nature and follows the general intent of the Zoning By-law and Official Plan. The request is 3 meters from the previously approved minor variance and based on the signed form from the owners, the required distance is 231m instead of 255m that was used for the previous variance request. The MDS request of 214m is to the property line as per the MDS Guidelines but we note that any future dwelling built on the severance will be located further away, easily meeting the 217m distance and potentially being very close, if not meeting the 231m requirement. Type B calculation was used for this circumstance based on the MDS Guidelines, however Type B doubles the required distance, so if Type A were applied the required distance would be 116m, and therefore easily met. The proposed reduced MDS will not create a new conflict for the existing building that hasn't been used for livestock in years and this request is logical and minor in nature.



**Zoning:**

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

We acknowledge that the existing accessory building is not permitted on the severed parcel without a principal dwelling. A condition of the severance has been included to address this through a signed agreement and deposit with the Township, to permit the building to remain for a limited time until the new principal dwelling is constructed. The property owners will work with the Township to ensure this is completed.

The property has a designation of Secondary Agricultural in the County of Wellington Official Plan which allows for a severance, provided that certain criteria outlined in Section 10.4.4 are met.

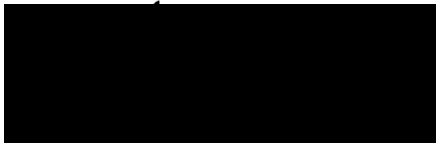
**Summary:**

In summary, the variance proposal is essentially the same as the original minor variance application that was approved by the Committee three years ago. The amended severance changed the configuration slightly and therefore, resulted in the severance boundary being 3 meters closer to the existing, vacant barn.

The Minor Variance for the reduced MDSI setback is reasonable and logical 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.



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

cc Michel & Vicky Chartrand  
cc Jordan Chartrand



# FARM DATA SHEET

## Minimum Distance Separation I (MDSI)

### County of Wellington

#### NOTE TO FARM OWNER(S)

By filling out this form you will help to ensure that new land uses will be located a suitable distance from your livestock operation. Feel free to contact the County Planning office with any questions.

Owner(s) of Livestock Facility Michael & Linda Georges

#### Contact Information

Email [REDACTED] Telephone [REDACTED]

Civic Address [REDACTED] Municipality [REDACTED]

Lot Rear part lot 23 Concession 8 Division [REDACTED]

Lot Size (where livestock facility is located) [REDACTED] hectares 10.01 acres

Signature of Livestock Facility Owner [REDACTED] Date January 6, 2026

**BARN(S) SIZE** Please provide the size of the barns located on the property. This information is used to verify maximum livestock capacity. 891 sq ft ft<sup>2</sup>/m<sup>2</sup> [REDACTED] ft<sup>2</sup>/m<sup>2</sup>

- Manure Storage Types** Solid manure: 18% dry matter, or more      Liquid manure: <18% dry matter
- V1 Solid, inside, bedded pack
  - V2 Solid, outside, covered
  - V3 Solid, outside, no cover, ≥30% dry matter
  - V4 Solid, outside, no cover, 18% - <30% dry matter, with covered liquid runoff storage
  - V5 Liquid, inside, underneath slatted floor
  - V6 Liquid, outside, with a permanent, tight-fitting cover
  - L1 Solid, outside, no cover, 18%- <30% dry matter, with uncovered liquid runoff storage
  - L2 Liquid, outside, with a permanent floating cover
  - M1 Liquid, outside, no cover, straight-walled storage
  - M2 Liquid, outside, roof, but with open sides
  - H1 Liquid, outside, no cover, sloped-sided storage

Animal Type of Material	Description	Housing Capacity (maximum)	Manure Storage Type (select from list)
Beef Cattle	Cows, including calves to weaning (all breeds)		
	Feeders (7 – 16 months)		
	Backgrounders (7 – 12.5 months)		
	Shortkeepers (12.5 – 17.5 months)		
Dairy Cattle	Milking-age cows (dry or milking)		
	Large-framed; 545 – 658 kg (e.g. Holsteins)		
	Medium-framed; 455 – 545 kg (e.g. Guernseys)		
	Small-framed; 364 – 455 kg (e.g. Jerseys)		
	Heifers (5 months to freshening)		
	Large-framed; 182 – 545 kg (e.g. Holsteins)		
	Medium-framed; 148 – 455 kg (e.g. Guernseys)		
	Small-framed; 125 – 364 kg (e.g. Jerseys)		
	Calves (0 – 5 months)		
	Large-framed; 45 – 182 kg (e.g. Holsteins)		
Medium-framed; 39 – 148 kg (e.g. Guernseys)			
Small-framed; 30 – 125 kg (e.g. Jerseys)			
Horses	Large-framed, mature; >681 kg (e.g. draft or draft cross breeds including unweaned offspring)		
	Medium-framed, mature; 227 – 680 kg (e.g. saddle, riding and racing breeds including unweaned offspring)		
	Small-framed, mature; <227 kg (e.g. ponies and miniatures including unweaned offspring)		

**FARM DATA SHEET** (continued)  
**Minimum Distance Separation I (MDSI)**

County of Wellington

Animal Type of Material	Description	Housing Capacity (maximum)	Manure Storage Type (select from list)
Swine	Sows with litter, dry sows or boars		
	Breeder gilts (entire barn designed specifically for this purpose)		
	Weaners (7 – 27 kg)		
	Feeders (27 – 136 kg)		
Sheep	Ewes & rams (for meat lambs; includes unweaned offspring & replacements)		
	Ewes & rams (dairy operation; includes unweaned offspring & replacements)		
	Lambs (dairy or feeder lambs)		
Goats	Does & bucks (for meat kids; includes unweaned offspring and replacements)		
	Does & bucks (for dairy; includes unweaned offspring & replacements)		
	Kids (dairy or feeder kids)		
Chickens	Layer hens (for eating eggs; after transfer from pullet barn)		
	Layer pullets (day-olds until transferred into layer barn)		
	Broiler breeder growers (males/females transferred out to layer barn)		
	Broiler breeder layers (males/females transferred in from grower barn)		
	Broilers on any length of cycle		
Turkeys	Turkey poults (day-old until transferred to grow out turkey barn)		
	Turkey breeder layers (males/females transferred in from grower barn)		
	Breeder toms		
	Broilers (day-olds to 6.2 kg)		
	Hens (day-olds up to 6.2 to 10.8 kg; 7.5 kg is typical)		
	Toms (day-olds to over 10.8 to 20 kg; 14.5 kg is typical)		
	Turkeys at any other weights, or if unknown (by floor area)		
Veal	Milk-fed		
	Grain-fed		
Other	Please refer to Factor Table 1 of The Minimum Distance Separation (MDS) Document for complete list of animal types		
Imported manure	Use the volume of the manure storages		
Unoccupied livestock barns	A livestock barn that does not currently house any livestock, but that housed livestock in the past and continues to be structurally sound and reasonably capable of housing livestock.*	NO livestock at this time.	

\*NOTE: This should only be used where obtaining information from the farm operator(s) and/or owner(s) was not possible (see Implementation Guideline 20 for more information).

**QUESTIONS?  
PLEASE CONTACT**

County of Wellington  
Planning and Development Department  
74 Woolwich Street, Guelph  
ON N1H 3T9

P 519.837.2600 x2170  
F 519.923.1694

PROPERTY DESCRIPTION: PART LOT 23, CON 8 PUSLINCH, PART 1, 61R8303 AND PART 1, 61R8873 ; PUSLINCH

PROPERTY REMARKS:

ESTATE/QUALIFIER:

FEE SIMPLE  
LT CONVERSION QUALIFIED

RECENTLY:

CONSOLIDATION FROM 71195-0247, 71195-0248

PIN CREATION DATE:

2023/04/12

OWNERS' NAMES

CHARTRAND, MICHEL LORENZO  
CHARTRAND, VICTORIA LYNN

CAPACITY SHARE

JTEN  
JTEN

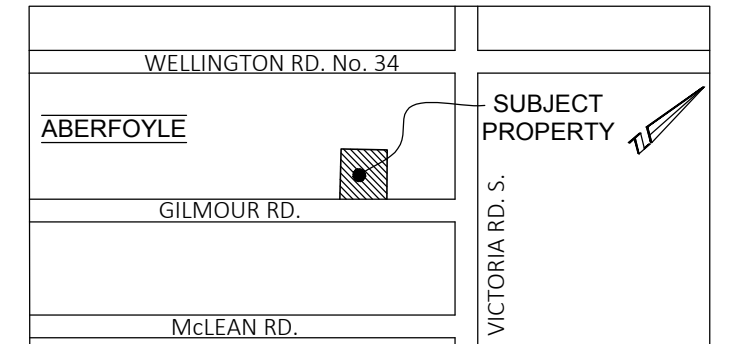
REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/CHKD
** PRINTOUT INCLUDES ALL DOCUMENT TYPES (DELETED INSTRUMENTS NOT INCLUDED) **						
**SUBJECT, ON FIRST REGISTRATION UNDER THE LAND TITLES ACT, TO:						
** SUBSECTION 44(1) OF THE LAND TITLES ACT, EXCEPT PARAGRAPH 11, PARAGRAPH 14, PROVINCIAL SUCCESSION DUTIES *						
** AND ESCHEATS OR FORFEITURE TO THE CROWN.						
** THE RIGHTS OF ANY PERSON WHO WOULD, BUT FOR THE LAND TITLES ACT, BE ENTITLED TO THE LAND OR ANY PART OF						
** IT THROUGH LENGTH OF ADVERSE POSSESSION, PRESCRIPTION, MISDESCRIPTION OR BOUNDARIES SETTLED BY						
** CONVENTION.						
** ANY LEASE TO WHICH THE SUBSECTION 70(2) OF THE REGISTRY ACT APPLIES.						
**DATE OF CONVERSION TO LAND TITLES: 1998/11/09 **						
MS19049	1961/03/10	LEASE			OWENS, FREDERICK STANLEY OWENS, BETTY MARION LOUISE	C
61R8303	2000/02/28	PLAN REFERENCE				C
LT38485	2000/09/14	TRANSFER		CHARTRAND, MICHEL LORENZO	CHARTRAND, MICHEL LORENZO CHARTRAND, VICTORIA LYNN	C
REMARKS: PLANNING ACT CONSENT ATTACHED TO LT34480						
61R8873	2001/09/18	PLAN REFERENCE				C
LT64441	2001/09/28	TRANSFER		CHARTRAND, VICTORIA LYNN	CHARTRAND, VICTORIA LYNN CHARTRAND, MICHEL LORENZO	C
REMARKS: CONSENT OF THE LAND DIVISION COMMITTEE ATTACHED HERETO RE: PT 1, 61R8873						
WC175954	2007/06/12	CHARGE	\$625,000	CHARTRAND, MICHEL LORENZO CHARTRAND, VICTORIA LYNN	ROYAL BANK OF CANADA	C
WC700125	2023/04/12	LR'S ORDER		LAND REGISTRAR, WELLINGTON LAND REGISTRY OFFICE		C

NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY.  
NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE PICKED THEM ALL UP.

**MINOR VARIANCE SKETCH**  
**PART OF LOT 23**  
**CONCESSION 8**  
**TOWNSHIP OF PUSLINCH**  
**COUNTY OF WELLINGTON**

SCALE 1 : 750  
 0 5 10 20 30 40 50 metres  
 VAN HARTEN SURVEYING INC.

**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 NATURAL ENVIRONMENT.
3. SUBJECT LANDS HAVE AN OFFICIAL PLAN DESIGNATION OF SECONDARY AGRICULTURAL AND CORE GREENLANDS.
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. T.B.R. DENOTES TO BE REMOVED.
7. N.T.S. DENOTES NOT TO SCALE.

**SURVEYOR'S CERTIFICATE:**

THIS SKETCH WAS PREPARED  
 ON THE 5th DAY OF MARCH, 2026

JEFFREY E. BUISMAN  
 ONTARIO LAND SURVEYOR

**LOT**

O.P. :

PIN 71195 - 0249 (LT)

PIN 71195 - 0656 (LT) No. 4414

119.1±

ZONING:

SECONDARY

PART 1, 61R

APPROVED MINOR VARIANCE FOR MDS (217m) No. D13-CHA

**A** PROPOSED= 214 m (N.T.S.) REQUIRED= 231m

**RETAINED PARCEL**  
 AREA=1.08± ha  
 APPROVED FILE B72-25

PART 1, 61R--8873

PIN

**CONCESSION**

O.P. : CORE  
 ZONING: NATURAL ENVIRONMENT

**GILMOUR ROAD**

(OPENED BY BY-LAW No. 28, DATED MAY 20, 1851) (12.19m WIDE)  
 PIN 71195 - 0036 (LT)

LOT 24, CONCESSION 8

PIN 71195 - 0666 (LT)

ZONING: AGRICULTURAL

O.P. : SECONDARY AGRICULTURAL

**MINOR VARIANCE REQUEST:**

**A**

TO PERMIT A REDUCED MINIMUM DISTANCE SEPARATION (MDSI) FOR THE BUILDING AT 76 GILMOUR ROAD TO THE SEVERED PARCEL TO BE 214m VS. 231m REQUIRED

**23**

AGRICULTURAL

AGRICULTURAL

PIN 71195 - 0016 (LT)  
 PART 1, 61R--5528

DWELLING No. 92

**SEVERED PARCEL**  
 AREA=0.46± ha  
 APPROVED FILE B72-25

PART 1, 61R--22591

**8**

PREVIOUSLY APPROVED BUT NOT FINALIZED SEVERANCE No. B52-23

PUBLIC HYDRO

REGULATED WATERCOURSE

0683 (LT)

EXISTING DWELLING No. 90

GARAGE

SHED 2.0

SHED 2.8

EXISTING SHED AREA=45±m<sup>2</sup> (TO REMAIN)

EXISTING WELL

SEPTIC TANK

71195

EXISTING WELL

EXISTING GRAVEL DRIVE

PROPOSED DRIVEWAY

83±

122.4±

122.4±

85.6±

48±

5±

33.5±

26±

PROPOSED SEPTIC

PROPOSED DWELLING AREA=250±m<sup>2</sup>

--8303

11±

3.6

3.7

4.5±

4.5

4.5

6.8

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93.0±

42.7±

METAL CLAD OLD BARN No. 76 (N.T.S)

EXISTING DWELLING No. 82

7±

7±

EXISTING SEPTIC

7±

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### **D13-CHA Comment Summary**

GRCA: No concerns

Sourcewater:

Thank you for providing the above referenced application for review. This property is located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), but the activities as indicated, would not create a significant drinking water threat. The application can be screened out and it does not require a Section 59 notice under the Clean Water Act. Please note that we may provide comments on any future applications subject to this property, given the vulnerable areas.

Bylaw/Roads/Building/Fire/: No comments

County: see attached letter.



March 20, 2026

via email

GRCA File: D13-CHA – 88-90 Gilmour Road

Monika Farncombe  
Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0

Dear Monika Farncombe,

**Re: Minor Variance Application D13/CHA**  
88-90 Gilmour Road, Township of Puslinch  
Vicky Chartrand

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted minor variance application requesting a reduced Minimum Distance Separation (MDSI) setback.

### **Recommendation**

The GRCA has no objection to the proposed minor variance application.

### **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 the retained parcel contains a wetland and the regulated allowance adjacent to the wetland. The lands to be severed contain an isolated watercourse and the regulated allowance adjacent to the watercourse. A copy of GRCA's resource mapping is attached.

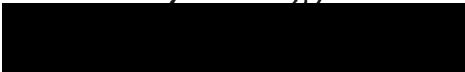
Due to the presence of the features noted above, portions of the subject lands are regulated by the GRCA under Ontario Regulation 41/24 – Prohibited Activities, Exemptions and Permits Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

It is understood that the minor variance application requests a reduced MDSI setback to facilitate the conditionally approved Application for Consent B72-25. No impacts to natural hazard features are anticipated as a result of the proposed development or this application. As such, the GRCA has no objection to the approval of this minor variance application.

We wish to acknowledge receipt of the applicable plan review fee for GRCA's review of the related application B72-25. As such, a plan review fee for this application is not required.

Should you have any questions, please contact me at 519-621-2763 ext. 2228 or [aherreman@grandriver.ca](mailto:aherreman@grandriver.ca).

Sincerely,




















  
Andrew Herreman, CPT  
Resource Planning Technician  
Grand River Conservation Authority

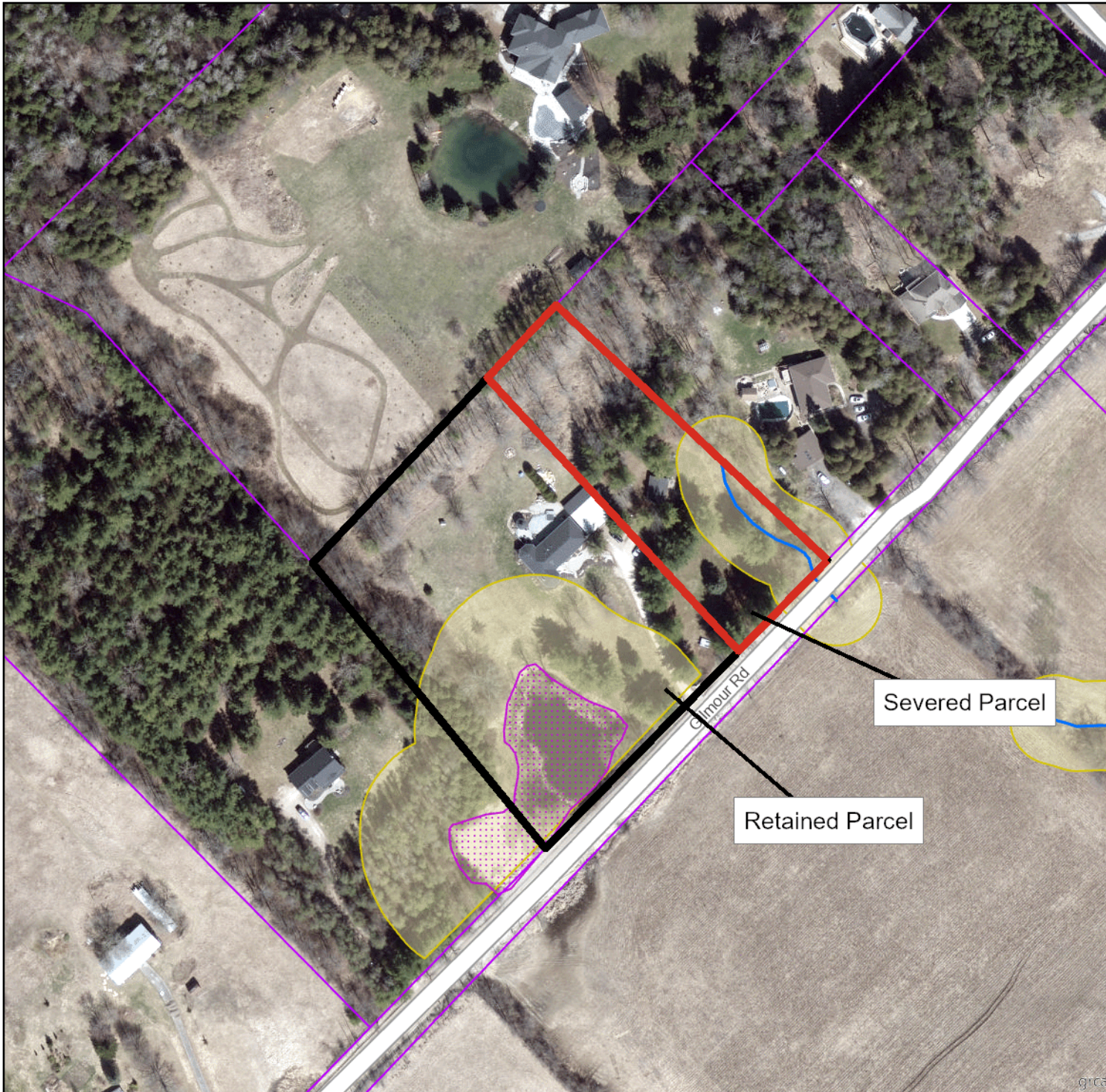
Enclosed: GRCA Mapping

Copy: Vicky Chartrand (via email)  
Hailey Keast & Jeff Buisman, Van Harten Surveying Inc. (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 (Wellington)
-  Conservation Area Boundary (GRCA)



Severed Parcel

Retained Parcel

Copyright Grand River Conservation Authority, 2026.

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.





## COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT  
Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR  
TEL: (519) 837-2600  
FAX: (519) 823-1694  
1-800-663-0750

ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

March 26, 2026

BY E-MAIL

Monika Farncombe, Planning and Corporate Services Coordinator  
Committee of Adjustment  
Township of Puslinch  
7404 Wellington Rd 34  
Puslinch, ON N0B 2J0

Dear Ms. Farncombe:

**Re: Proposed Minor Variance – D13-CHA  
Vicky & Michel Chartrand  
88-90 Gilmour Rd.  
Township of Puslinch**

---

Thank you for circulating the above noted application to our office. These comments are offered without the benefit of a site visit. It is our understanding that the following relief is being requested from Zoning By-law No. 023-18:

- Section 4.16.1(a), to permit a reduced minimum distance separation (MDS 1) from the barn at 76 Gilmour Road to the Severed Parcel to be 214m, whereas 231m is required.

The subject property is designated Secondary Agriculture, and Core Greenlands in the County of Wellington Official Plan. Features on the property include Grand River Conservation Authority (GRCA) regulated wetlands and significant ecological area. The property is also located within the Paris Galt Moraine policy area.

MDS guideline #43 states, "MDS I setbacks should not be reduced except in limited site-specific circumstances that meet the intent of the MDS document".

Planning staff note that the proposed variance is to satisfy a condition of severance (B72/25) that was conditionally approved at the December 2025 Land Division Committee meeting.

Overall, planning staff have no concerns with the proposed minor variance, provided that the Township is satisfied that this application is minor in nature and in conformity with the direction of the provincial guidelines regarding MDS setbacks. I trust that these comments will be of assistance to the Committee. We would appreciate a copy of the Committee's decision with respect to this application

I trust that these comments will be of assistance to the Committee. We would appreciate a copy of the Committee's decision with respect to this application.



## COUNTY OF WELLINGTON

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PLANNING AND DEVELOPMENT DEPARTMENT  
Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR  
TEL: (519) 837-2600  
FAX: (519) 823-1694  
1-800-663-0750

ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

Yours truly,

Allie Gorman  
Junior Planner

Joanna Henderson, RPP, MCIP  
Senior Planner



## **REPORT D13-2026-008**



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TO: Committee of Adjustment Chair and Members of Committee

PREPARED BY: Max Fedchyshak, MCIP, RPP, Senior Planner

PRESENTED BY: Monika Farncombe, Planning and Corporate Services Coordinator

MEETING DATE: April 14, 2026

SUBJECT: Minor Variance Application File: D13-CRO  
Part Lot 18, Concession 9, Plan 61R-8242

APPLICANT: MHBC Planning (Tony Schmidt)  
Larry Cross, Property Owner

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### **RECOMMENDATION**

**That Report D13-2026-008 for the Minor Variance application D13-CRO for lands legally described as Part of Lot 18, Concession 9, Plan 61R-8242 be received for information; and**

**Whereas the Applicant is proposing to permit a reduced lot frontage for the retained parcel as a result of an approved severance (B37-25); and**

**Whereas this application is required as a condition of consent application B37-25 that was approved at the County of Wellington (Land Division Committee); the consent application severed 0.8 hectares of land; resulting in a frontage of the retained vacant parcel being 57 metres with a lot area of 18.9 hectares; and**

**Whereas the variance requested would provide relief from Section 11.3 (Agricultural Zone Requirements) of the Township of Puslinch Zoning By-law 2018-023 (Zoning By-law), to permit a minimum lot frontage of 57.0 metres whereas 120.0 metres is required under table 11.3 of Zoning By-law; and**

Whereas Planning Staff is of the opinion that the requested variance maintains the general intent and purpose of the County of Wellington Official Plan (Official Plan) and Zoning By-law and meets the four tests of the *Planning Act*;

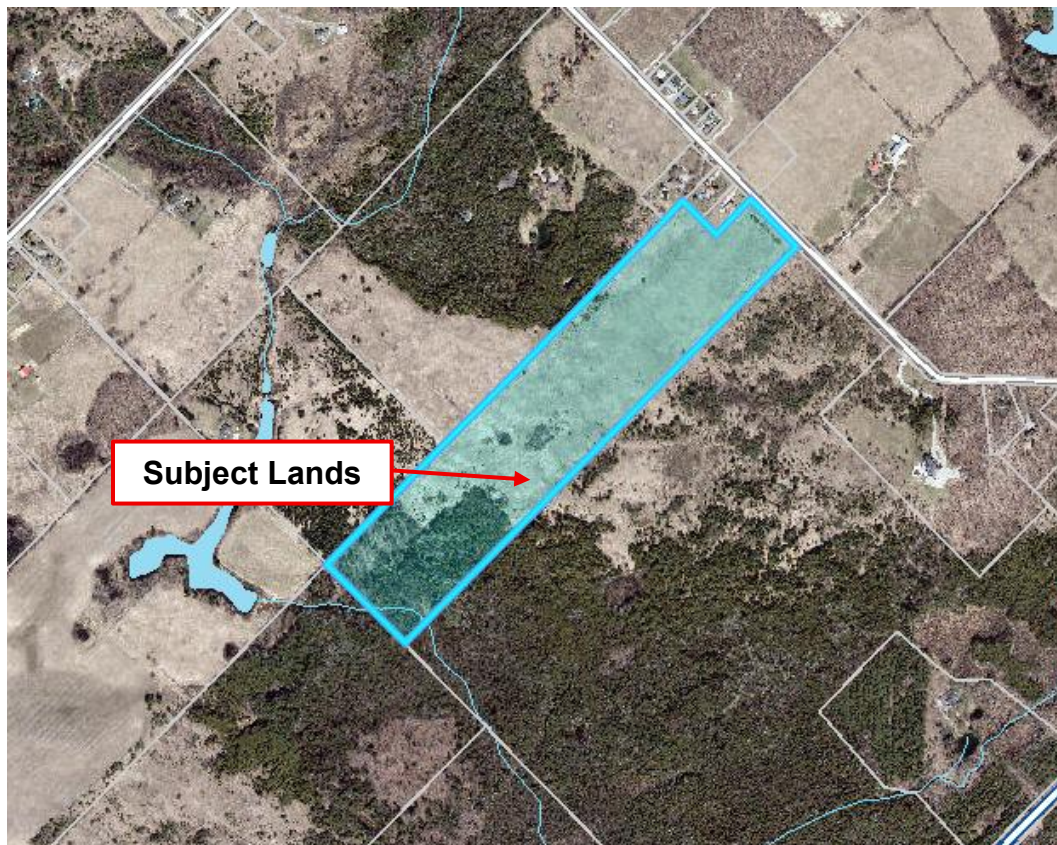
Therefore, that Planning Staff recommend that the Minor Variance application be approved

**Requested Relief**

The Minor Variance application, under Section 45(1) of the *Planning Act*, requests the following variances:

Regulation	By-law Section	Requirement	Proposed	Extent of Relief
Minimum Lot frontage	Section 11.3	120 m	57 m	62 m

**Subject Property Key Map:**



**Background:**

The subject lands are located on the west side of Watson Road South, south of Maltby Road East, north of Wellington Road 34, and east of Victoria Road South within the Township of Puslinch. The property has a total area of approximately 18.9 hectares (post-severance) and approximately 57 metres of frontage along Watson Road South. The lands are currently vacant and are used for agricultural purposes. Surrounding land uses consist primarily of agricultural lands and rural uses.

The Minor Variance application is associated with a previously approved consent application (B37-25), which permitted the creation of a new residential lot. The retained lands do not contain any residential dwellings.

The subject lands are designated Secondary Agricultural, Core Greenlands, and Greenlands within the Official Plan. A portion of the lands is identified as Provincially Significant Wetlands and Floodplain. The proposal does not introduce any development within these features.

The lands are zoned Agricultural (A) and Natural Environment (NE) under the Zoning By-law. Section 11.3 of the Zoning By-law requires a minimum lot frontage of 120 metres for agricultural lands, whereas the retained parcel is proposed to have a frontage of approximate 57 metres.

**Discussion of Four Tests of Minor Variance:**

Four Tests	Discussion
<p><b>Does the proposed relief maintain the general intent and purpose of the Official Plan?</b></p>	<p>The subject lands are designated Secondary Agricultural, Core Greenlands and Greenlands within the Official Plan. The retained parcel will continue to be used for agricultural purposes and no new development is proposed on these lands. The variance does not impact natural heritage features or agricultural operations. As such, the proposal</p>

Four Tests	Discussion
	<p>maintains the general intent and purpose of the Official Plan.</p>
<p><b>Does the proposed relief maintain the general intent and purpose of the Zoning By-law?</b></p>	<p>The intent of the minimum lot frontage requirement is to ensure viable agricultural parcels and appropriate lot configurations. In this case, the retained parcel remains large in size and continues to function for agricultural use despite the reduced frontage. The variance is a direct result of the approved severance and does not compromise the overall function of the parcel. Therefore, the proposal maintains the general intent and purpose of the Zoning By-law.</p>
<p><b>Is the proposed relief desirable for the development and use of the land, building or structure?</b></p>	<p>The requested relief facilitates the implementation of a previously approved consent and allows the retained parcel to continue in agricultural use. The variance does not introduce any new development or land use conflicts and supports the continued use of the lands for agriculture. The proposal is considered desirable for the appropriate use of the land.</p>
<p><b>Is the proposed relief considered minor in nature?</b></p>	<p>The impact of the variance is limited given the large size of the retained parcel and its continued agricultural use. No adverse impacts on surrounding lands or land use compatibility have been identified. As such, the variance can be considered minor in nature.</p>

**Conclusion:**

Planning Staff is of the opinion that the requested variance application meets the four tests of the *Planning Act*. Staff trust that this report will be of assistance to the Committee in their consideration of this matter.

**Engagement Opportunities:**

- Township Active Planning Application Website;
- Public Notice of Hearing and Committee Decision (Statutory);
- Notice of Public Hearing Resident Guide.

**Attachments:**

- Schedule "A" Application
- Schedule "B" Sketch
- Schedule "C" Staff/Public/Agency Comments

**Report prepared by:**

**Report reviewed by:**

---

**Max Fedchyshak, MCIP, RPP**  
**Senior Planner**  
**NPG Planning Solutions Inc.**

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**Justine Brotherson**  
**Director of Corporate Services/**  
**Municipal Clerk**



**Affidavit**

Township of Puslinch  
7404 Wellington County Rd 34, Puslinch, ON N0B 2J0  
(519) 763-1226

Cloudpermit application number  
CA-3523001-P-2026-20

Applicant, Payer		
Last name Gignac	First name Victoria	Corporation or partnership MHBC Planning
Street address 540 Bingemans Centre Drive	Unit number 200	Lot / Con.
Municipality Kitchener	Province Ontario	Postal code N2B 3X9
Other phone +1 519-576-3650	Mobile phone +1 519-590-8401	
Fax	Email vgignac@mhbcplan.com	

Property owner		
Last name Cross	First name Larry	Corporation or partnership
Street address [REDACTED]	Unit number	Lot / Con.
Municipality [REDACTED]	Province [REDACTED]	Postal code [REDACTED]
Other phone	Mobile phone [REDACTED]	
Fax	Email	

Subject Land Information		
Address	Legal description	Roll number
PT LOTS 18, 19 & 20, CON 9, TOWNSHIP OF PUSLINCH AS IN ROS224297 SAVE AND EXCEPT PARTS 2 & 4 WGR38 & PTS 1 & 2, 61R11843; S/T ROS224297 (Primary)	CON 9 REAR PT LOT 18	230100000707400000

**Sworn Declaration of Applicant**

Complete in the presence of a Commissioner for taking affidavits

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

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

[Redacted Signature]

Signature of Commissioner for taking affidavits

[Redacted Signature]

Municipality

CITY OF KITCHENER

Day, month, year

02/03/26

Place an imprint of your stamp below

David William Aston, a Commissioner, etc.,  
Province of Ontario, for MacNaughton Hermsen  
Britton Clarkson Planning Limited.  
Expires January 9, 2036.

**Affidavit and signatures**


**Applicant**

The Victoria Gignac, 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 2026-03-02, 11:58:12 a.m. EST by Victoria Gignac.

**Send correspondence to**

Send correspondence to

 Owner(s)     Agent     Others

Who to send the invoice to

 Owner     Agent     Other
**Provide a description of the "entire" property**

Concession

9

Lot

PT LOTS 18

Registered Plan Number

61R-8242

Area in Hectares

19.23

Area in Acres

47.51

Depth in Meters

910

Depth in Feet

2985.56

Frontage in Meters

57.2

Frontage in Feet

187.66

Width of road allowance (if known)

Unknown

**Reason for Application**

Please indicate the Section of the Planning Act under which this application is being made

 Section 45(1) relates to a change to a by-law standard (e.g. setbacks, frontage, height, etc.)

 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?

For a reduced lot frontage of 57 metres, whereas 120 metres is required (Agricultural Zone Standards - Section 11.3).

Why is it not possible to comply with the provisions of the by-law?

As a result of a severance (B37-25) that was approved by the Land Division Committee on October 15, 2025. The approved consent facilitates the future development of a single detached dwelling on the severed lands. No building are proposed on the retained lands or the 'subject lands' for the purposes of this application.

**What is the current Official Plan and zoning status?**

Official Plan Designation

Secondary Agricultural, Core Greenlands, and Greenlands

Zoning Designation

Agricultural &amp; Natural Environment

What is the access to the subject property?

 Provincial Highway     Continually maintained municipal road     Seasonally maintained municipal road  
 Other     Continually maintained county road

What is the name of the road or street that provides access to the subject property?

Watson Road

If access is by water only, please describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land to the nearest public road.

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

Existing Subject and Abutting Property Land Uses, Buildings and their Locations	
What is the existing use of the subject property? Vacant agricultural lands.	What is the existing use of the abutting properties? Agricultural and Residential.

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 1999	Date of construction of buildings property N/A	How long have the existing uses continued on the subject property? In perpetuity
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 B37-25	Consent (Severance): Approval Authority County of Wellington	Consent (Severance): Subject Lands Part 1 & 2 on Part Lt 18, Concession 9, 61R-23124
Consent (Severance): Purpose The proposed consent facilitates the future development of a single detached dwelling on the severed lands.		Consent (Severance): Status Approved

**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.


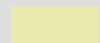

The location and nature of any easement affecting the subject land.

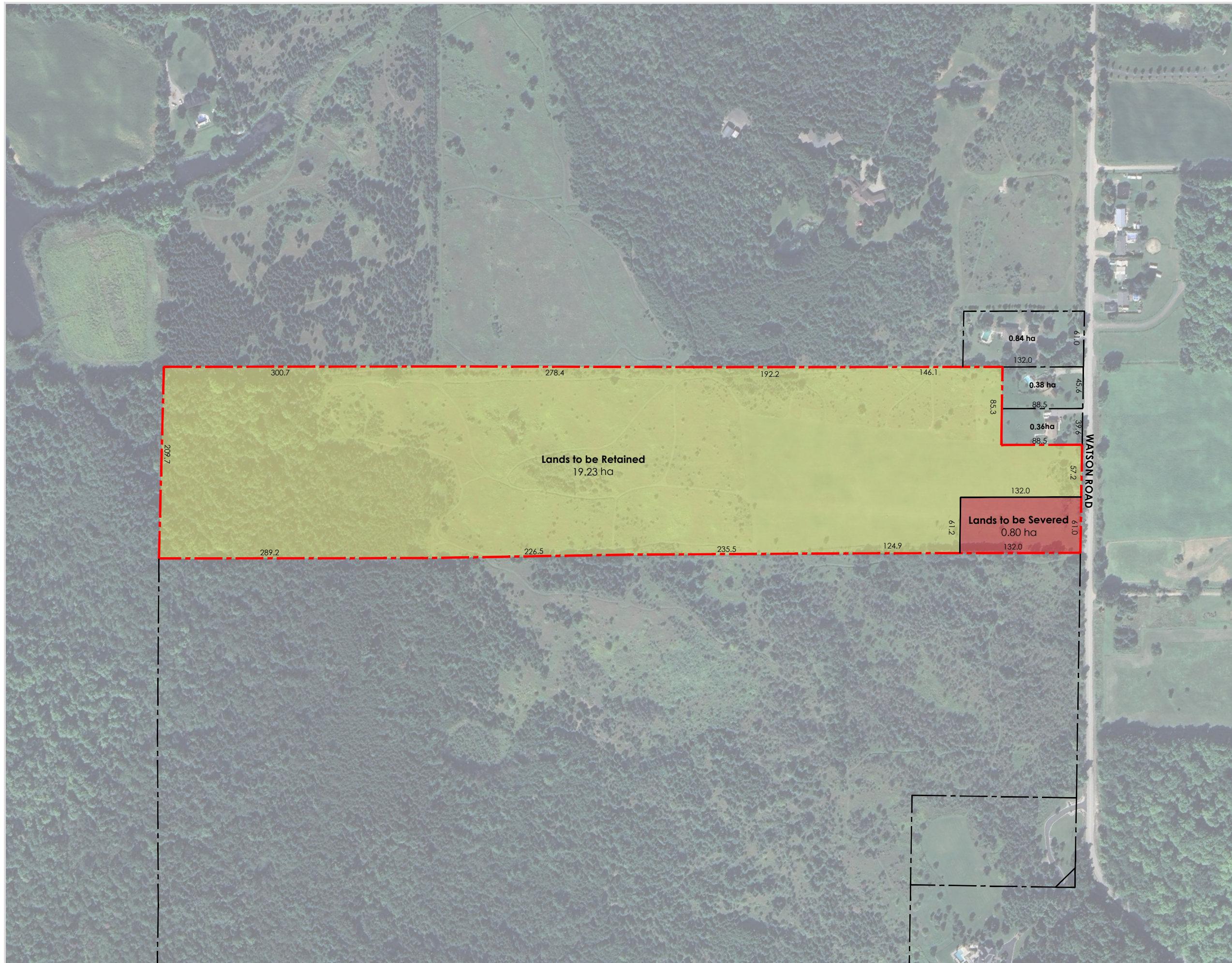
Please confirm the following

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.

# Concept Plan

PT LOT 18, CONCESSION 9  
PLAN 61R8242  
Township of Puslinch

-  Subject Lands (±20.03 ha)
-  Lands to be Retained (±19.23 ha)
-  Lands to be Severed (0.80 ha)



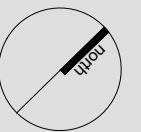
- Notes:**
- For Conceptual purposes only
  - Boundaries to be confirmed by survey
  - Bing Imagery

**DATE:** December 16, 2024

**FILE:** 24398A

**SCALE:** 1:4,000

**DRAWN:** JB



K124398A - WATSON RD PUSLINCH/CP/CONSENT 2 OPTION 2\_16DEC2024.DWG



March 2, 2026

Aldo Salis  
Director of Planning & Development  
7404 Wellington Road 34  
Puslinch, Ontario N0B 2J0

Dear Mr. Salis:

**RE: Request for Minor Variance – PT LT 18, Concession 9, Plan 61R-8242, Township of Puslinch**  
**OUR FILE: 24398A**

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On behalf of our client, Larry Cross, please accept this letter as a request to consider a Minor Variance Application for the lands legally known as Part of Lot 18, Concession 9 on Plan 61R-8242 in Puslinch (the 'subject lands'). The minor variance request is a result of the associated Consent Application (B37-25) that was approved by the County of Wellington on October 15, 2025.

The subject lands are located on the west side of Watson Road South, south of Maltby Road East, north of Wellington Road 34, and east of Victoria Road South. The subject lands have a land area of 19.23 hectares (post-severance) and have 57.2 metres of frontage on Watson Road South. There are currently no dwellings located on the subject lands and the lands will remain with their existing use for agricultural purposes. The purpose of the associated Consent Application (B37-25) is to sever the lands to create a new lot for residential purposes, as shown on the Concept Plan submitted as part of this application.

**Policy Context**

The subject lands are currently designated 'Secondary Agricultural', 'Core Greenlands', and 'Greenlands' in the County of Wellington Official Plan. The lands are not identified as Prime Agricultural. A portion of the subject lands are identified as 'Provincially Significant Wetlands' and 'Floodplain'. There are no implications on adjacent natural heritage features as a result of the proposed applications.

The subject lands are zoned Agricultural (A) and Natural Environment (NE) by the Township Zoning By-law 023-18. In correspondence from the Township dated February 11, 2026, it was noted that Section 11.3 – Zone Requirements for Agricultural Zone applies to the subject lands, which requires a minimum lot frontage of 120 metres.

## **Minor Variance Application Analysis**

The recently approved severance (B37-25) resulted in the proposed minor variance for a reduced lot frontage along Watson Road. As per Section 11.3 of the Township Zoning By-law 023-18, a minimum lot frontage of 120 metres is required for agricultural lands, whereas 57.2 metres is proposed.

It is our opinion that the requested variance meets the tests under the *Planning Act 45(1)* and should be considered for approval based on the following rationale:

- The variance meets the general intent of the 'Secondary Agricultural' designation in the County of Wellington Official Plan, as agriculture will continue as the dominant use of the lands.
- The variance meets the general intent of the Agricultural zone in the Township Zoning By-law 023-18. The proposed minor variance is a result of the associated severance and was identified by Township staff for the retained lot. Township staff's opinion is that Section 11.4 does not apply to the retained lot. The reduced lot frontage does not impede on the overall function of the subject lands for agricultural use and maintains the intent of the Planning and Land Division Committee decision.
- The variance is desirable for the appropriate use of the land. The proposed lot frontage is sufficient for use of the lands for agricultural purposes and facilitates the associated severance for development into a residential lot.
- The variance is considered minor in nature and in discussions with the Township, staff have been supportive of the proposed lot frontage.

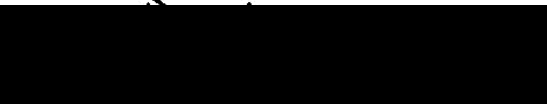
In support of the application, the following materials have been submitted through the Township's online portal:

1. Signed Application Form;
2. Concept Plan, prepared by MHBC Planning, dated December 16, 2024; and,
3. The Minor Variance Application Fee.

Kindly confirm receipt of the Minor Variance application from the Township's online portal. We trust that this is sufficient and request to be added to the April 13, 2026 Committee of Adjustment hearing. Should you require anything additional, please do not hesitate to reach out.

Yours truly,

**MHBC**



Dave Aston, MCIP, RPP  
Vice-President, Partner

*cc. Tony Schmidt, Howie Schmidt Realty*

### **D13-CRO Comment Summary**

GRCA: No concerns

Sourcewater:

Thank you for providing the above referenced application for review. This property is located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), but the activities as indicated, would not create a significant drinking water threat. The application can be screened out and it does not require a Section 59 notice under the Clean Water Act. Please note that we may provide comments on any future applications subject to this property, given the vulnerable areas.

Bylaw/Roads/Building/Fire/: No comments

County: see attached letter



March 10, 2026

via email

GRCA File: D13-CRO – Part Lot 18, Concession 9, Watson Road South

Monika Farncombe  
Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0

Dear Monika Farncombe,

**Re: Application for Minor Variance D13/CRO**

Part Lot 18, Concession 9, Watson Road South, Township of Puslinch  
Larry Cross

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted minor variance application requesting a reduced lot frontage.

**Recommendation**

The GRCA has no objection to the proposed minor variance application.

**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 the subject lands contain a watercourse, floodplain, valley slopes, erosion hazard, wetlands, and the regulated allowance adjacent to these features. A copy of GRCA's resource mapping is attached.

Due to the presence of the features noted above, portions of the subject lands are regulated by the GRCA under Ontario Regulation 41/24 – Prohibited Activities, Exemptions and Permits Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

It is understood that the minor variance application requests a reduced lot frontage for the retained parcel identified in Application for Consent B37-25. GRCA staff previously reviewed the related severance and we do not have any natural hazard related concerns with the proposed minor variance application.

We wish to acknowledge receipt of the applicable plan review fee for GRCA's review of the related application B37-25. As such, a plan review fee for this application is not required.

Should you have any questions, please contact me at 519-621-2763 ext. 2228 or [aherreman@grandriver.ca](mailto:aherreman@grandriver.ca).

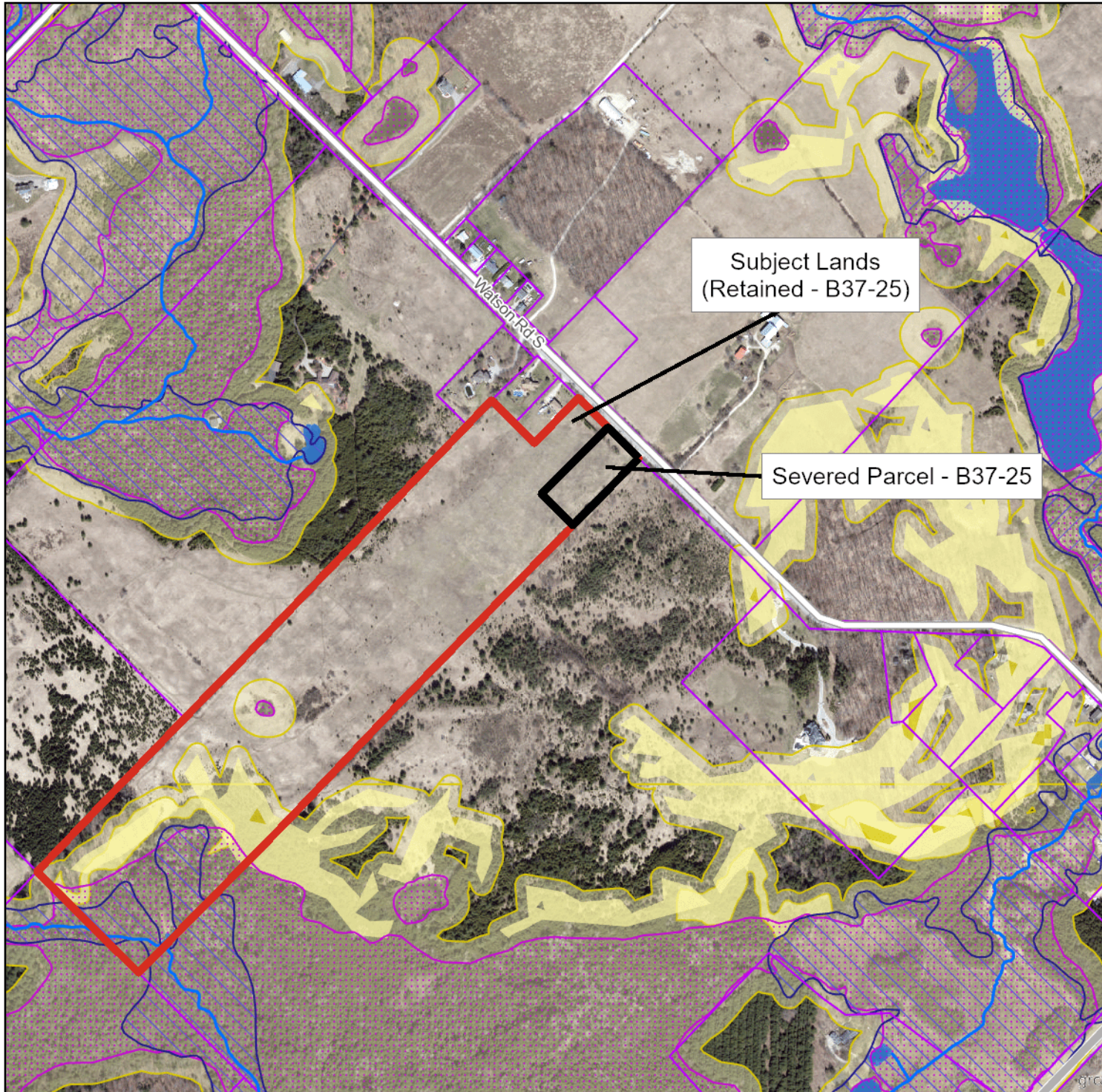
Sincerely,

A black rectangular redaction box covering the signature of Andrew Herreman.

Andrew Herreman, CPT  
Resource Planning Technician  
Grand River Conservation Authority

Enclosed: GRCA Mapping

Copy: Larry Cross c/o MHBC Planning (via email)  
Dave Aston & Victoria Gignac, MHBC Planning (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)

Copyright Grand River Conservation Authority, 2026.

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.





## COUNTY OF WELLINGTON

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PLANNING AND DEVELOPMENT DEPARTMENT  
Aldo Salis, BES, M.Sc. MCIP, RPP., DIRECTOR  
TEL: (519) 837-2600  
FAX: (519) 823-1694  
1-800-663-0750

ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

March 18, 2026

BY E-MAIL

Monika Farncombe, Secretary-Treasurer  
Committee of Adjustment  
Township of Puslinch  
7404 Wellington Rd 34  
Puslinch, ON N0B 2J0

Dear Ms. Farncombe:

**Re: Proposed Minor Variance – D13/CRO  
Larry Cross  
Part Lot 18, Concession 9  
Township of Puslinch**

---

Thank you for circulating the above noted application to the County of Wellington. These comments are offered without the benefit of a site visit. It is our understanding that relief is being requested from Zoning By-law No. 023-18:

- Section 11.3 (Table 11.2) – To permit a reduced lot frontage of 57.2 m for an Agricultural Lot, whereas the minimum required lot frontage is 120.0 m.

The subject lands are designated as Secondary Agriculture, Greenlands, and Core Greenlands in the County of Wellington Official Plan. The lands are also located within the Paris Galt Moraine Policy Area. Identifying features include significant woodlands, Provincially Significant Wetlands, Environmentally Sensitive Area (ESA), Grand River Conservation Authority regulated Wetlands, Significant Ecological Area flood plain and hazards.

Planning staff note that the proposed variance is to satisfy a condition of severance (B37/25) that was conditionally approved at the October 2025 Land Division Committee meeting. Condition #7 of the Decision requires that the owner obtain zoning compliance including permission for a reduced frontage for the proposed retained lot to the satisfaction of the Township and requires that the applicant demonstrate or apply for and receive zoning compliance in accordance with section 4.16 Minimum Distance Separation MDS I and II of the Township's Zoning By-law. It is noted that the Township should be satisfied that MDS has been addressed or it is recommended that the minor variance application be updated to address MDS I compliance to address Condition #7 and #5.

Overall, planning staff have no objection to the proposed minor variance application provided the Township is satisfied MDS I compliance has been met to address Condition #7 and #5. I trust that these comments will be of assistance to the Committee. We would appreciate a copy of the Committee's decision with respect to this application.



## COUNTY OF WELLINGTON

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