

4539 Victoria Road South Puslinch

## Future Planning Application Requirements

To answer everyones questions about the small area we are looking to have re-zoned please see below

RV's will not be sold from the property

No one is living in the RV's, approximately 15 RV's to be stored, and 18 7x7 sheds to be used for sales of produce, eggs, plants etc, and as hunting blinds, under an acre is the area to be used,

No buildings are being put up

There is no infrastructure, no water, no electrical

No site alteration is taking place, nothing is changing, no construction, not removing any trees or vegetation, what's there is there.

Fire Trucks, EMS have access

A spill kit is on site

The area was cleared decades ago. The area is not visible from any residential home. It can only be seen when travelling south on Victoria Road

I have attached a picture of the area to be re zoned. Van Harten is working on the official site plan





Layers

Navigation controls including a compass, a 3D view toggle, a settings gear, and a map icon.

Edit

Perimeter  
329.52 m

Area  
0.84 ac



## Comment Summary – 4539 Victoria Rd. S.

### 1<sup>st</sup> Submission

Consultant	Comments
NPG – Township Planning Consultants	See letter attached
County Planning Comments	See letter attached
GEI – Township Engineers	See letter attached
Hydrogeologist Comments	We have no hydrogeological concerns with the proposed zoning by-law amendment to store RVs on a small portion of the property, with the understanding that no significant site grading, import/export of excess soil, or other alterations will occur
Ecology Comments -NRSI	See letter attached
Township of Puslinch Fire Department	There aren't enough details provided to make adequate comments on the proposal. Details on the layout, access route locations, access widths, is there a gate? etc. would be helpful.
Township of Puslinch Building Department	If any buildings or septic systems are being constructed, building permits would be required. Otherwise, the Building Department does not have any concerns with the proposed zoning amendment.



	More comments may follow as more information is made available.
Township of Puslinch By-law Enforcement & Property Standards	<p>There are currently Recreational Vehicles/Trailers/shipping containers stored on the property that are required to be removed by no later than June 7, 2024.</p> <p>In addition, there are approximately 18 shed-type structures on the property that are also required to be removed by no later than June 7, 2024. Will this use be included in your Zoning By-law Amendment application, or will it strictly be a Recreational Vehicle/Trailer storage?</p>
Township of Puslinch Public Works Department	No comments
Source Water	See letter attached
GRCA	See letter attached
Township Administration	No comments



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May 27<sup>th</sup>, 2024

Lynne Banks  
7404 Wellington Road 34,  
Puslinch, Ontario

Dear Lynne Banks,

**RE: NPG Comments**  
**4539 Victoria Road S, Puslinch**  
**RE: Pre-consultation for Site Plan Approval**

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NPG Planning Solutions Inc. (NPG) has been retained to provide comments regarding a pre-consultation pertaining to a Zoning By-law Amendment. The Application for Zoning By-law Amendment proposes a site-specific provision to permit the storage of recreational vehicles (RV's) on a small portion of the Subject Lands. The owner wishes to retain their agricultural zoning to permit the continued farming of the Subject Lands.

Based on aerial photography, there appears to be a dwelling and storage area on the Subject Lands. The Subject Lands are approximately 405,360 m<sup>2</sup> in area with approximately 350 m frontage along Victoria Rd S. The Applicant will be required to confirm the locations and use of existing and proposed buildings, lot fabric, parking areas, landscaping, access, setbacks, storage including recreational vehicle storage, access, a zoning matrix and other as per the Township's Site Plan and Drawing Requirements and Municipal Development Standards.

There appears to be natural heritage constraints located along the northeast of the Subject Lands including woodland, wetlands and a GRCA regulated watercourse. It is understood that the Township's ecological consultant and the Grand River Conservation Authority would provide comments regarding the requirement and scoping of an Environmental Impact Assessment.

### **Provincial and County Policy**

The Subject Lands are considered to be Rural Lands as per the Provincial Policy Statement and the A Place to Growth: Growth Plan (Growth Plan) for the Greater Golden



NPG Planning Solutions  
4999 Victoria Ave | Niagara Falls, ON L2E 4C9  
[npgsolutions.ca](http://npgsolutions.ca)

(905) 321 6743  
[info@npgsolutions.ca](mailto:info@npgsolutions.ca)

Horseshoe. The Subject Lands are designated Secondary Agricultural Area with portions of the Subject Lands being designated Core Greenlands and Greenlands as per Schedules B7 of the Wellington County Official Plan.

### Rural Areas/Lands Policies

Section 2.2.9 of the Growth Plan states:

- 3. Subject to the policies in Section 4, development outside of settlement areas may be permitted on rural lands for:*
- a) the management or use of resources;*
  - b) resource-based recreational uses; and*
  - c) other rural land uses that are not appropriate in settlement areas provided they:
 
    - i. are compatible with the rural landscape and surrounding local land uses;*
    - ii. will be sustained by rural service levels; and*
    - iii. will not adversely affect the protection of agricultural uses and other resource-based uses such as mineral aggregate operations**

### Second Agricultural Area

Section 6.5.3 of the Wellington County Official Plan states: “Permitted uses and activities in Secondary Agricultural Areas may include... small scale commercial, industrial and institutional uses... In Secondary Agricultural Areas, all types, sizes and intensities of agricultural uses and normal farm practices shall be promoted and protected in accordance with provincial standards”.

Criteria for considering commercial, industrial and institutional uses in Secondary Agricultural Areas are included in 6.5.5 of the Wellington County Official Plan. Section 4.6.5 of the Wellington County Official Plan indicates that where development is proposed in prime or secondary agricultural areas, a Council may require an assessment of the impacts the development may have on agricultural activities in the area. Section 4.6.5 of the County of Wellington Official Plan further indicates requirements for an Agricultural Impact Assessment.

Section 6.5.5 of the Wellington County Official Plan states:

#### **6.5.5 Commercial, Industrial & Institutional**

*Small scale commercial, industrial and institutional uses may be permitted provided that:*

- a) appropriate sewage and water systems can be established;*
- b) the proposed use is compatible with surrounding uses;*
- c) the use requires a non-urban location due to:
 
  - market requirements;*
  - land requirements;**

- *compatibility issues.*
- d) *the use will not hinder or preclude the potential for agriculture or mineral aggregate operations;*
- e) *the use will be small scale and take place on one lot and large scale proposals or proposals involving more than one lot will require an official plan amendment.*

### Core Greenlands and Greenlands

Section 5.6.2 of the Wellington County Official Plan provides criteria for considering development within or adjacent to Core Greenlands and Greenlands designations, including to prepare where required, an Environmental Impact Assessment. We defer to the Township's ecologist to provide comments regarding the requirements and scoping for an Environmental Impact Assessment.

The Application for Zoning By-law Amendment will need to be supported by an Agricultural Impact Assessment to consider any impacts the development may have on agricultural activities in the area and a Planning Impact Assessment to assess the merit of the Zoning By-law Amendment Application.

### Conservation Authority

The Subject Lands fall within Grand River Conservation Authority regulated areas, that appear to be associated with wetlands on the Subject Lands. The Grand River Conservation Authority will provide comments regarding its regulated areas.

### Zoning By-law

The Subject Lands are zoned Agricultural, Natural Environment (NE) and Environmental Protection Overlay (EP) as per Map A of the Township Zoning By-law. Zoning boundaries will be interpreted based on the results and recommendations of an accepted Environmental Impact Assessment should such assessment be required.

A Zoning By-law Amendment is required to permit the storage of Recreational Vehicles. The Township Zoning By-law provides definitions for the following uses:

- **Travel trailer park:** a lot used for overnight or short-term accommodation for travel trailers, tourist trailers, recreational vehicles, campers or tent trailers. The trailers may be parked or stored at the travel trailer park from season to season. No travel trailer park may be used for permanent accommodation except for one unit occupied by the owner or the caretaker. For further clarity, a travel trailer park may only be used for overnight or short-term accommodation between April 1 and November 1 inclusive.
- Recreational vehicle sales or rental establishment.

The Planning Justification Report and Draft Zoning By-law Amendment will need to provide further details on the proposed use. Some questions that should be considered are as follows:

- Will recreational vehicles be sold from the Subject Lands?
- Are recreational vehicles being used for short-term accommodation?
- How many recreational vehicles are proposed to be stored on the Subject Lands?
- What is the area of the Subject Lands that would be used for the storage of recreational vehicles?
- Are any buildings being proposed?

The draft Zoning By-law Amendment will need to address any general provisions and zone requirements that may apply.

### **Parking and Loading Space Requirements**

Further information on the proposed uses is needed by the applicant to identify if there are any parking, bicycle parking or loading space requirements. Zoning standards are contained in Section 5.0 of the Township Zoning By-law.

### **Parkland Dedication**

If applicable, cash-in-lieu of parkland will be required in accordance with Section 42(1) of the *Planning Act*. The cash-in-lieu of parkland amount will be determined based on Section 42(2.1)(a) of the *Planning Act*.

### **Development Charges**

If applicable, development charges will be required in accordance with Section 2(1) of the *Development Charges Act*. The amount will be determined based on Schedule “B” of The Township’s Development Charges By-law 044-2019.

### **Submission Requirements**

The following information is required to be submitted with an Application:

- Legal Description including Property Index Map and Parcel Registers (including all PIN Printouts and Legal Instruments);
- Site Plan referenced to a current plan of survey inclusive of all requirements identified in Township Standards described below such as outdoor storage areas and sizes; and parking, accessible parking, loading space and bicycle parking

requirements. The Site Plan will need to show appropriate landscaping elements, such as fences, hedges, trees, shrubs or other groundcover or facilities for the landscaping of the lands or the protection of adjoining lands. The Site Plan should also include a zoning matrix, addressing zoning requirements applicable to the development; Of note a formal Application for Site Plan Approval will be required to ensure that the Site is constructed as per the approved plans.

- Cost Estimates for all proposed onsite and off-site works;
- Planning Impact Assessment including a Draft Zoning By-law Amendment prepared by a Registered Professional Planner; and
- Agricultural Impact Assessment to address matters contained within Section 4.6.5 of the Wellington County Official Plan prepared by a qualified professional, such as a professional agrologist (P.Ag.) registered with the Ontario Institute of Agrologists, a registered professional planner (RPP) who is a full member of the Ontario Professional Planners Institute, a professional geoscientist (P. Geo) who is a practicing member of the Association of Professional Geoscientists of Ontario, a professional engineer (P.Eng.) licensed by Professional Engineers Ontario.

The following information is available to assist with a submission:

- Site Plan and Drawing Requirements: [https://puslinch.ca/wp-content/uploads/2020/09/Site-Plan-and-Drawing\\_Guidelines.pdf](https://puslinch.ca/wp-content/uploads/2020/09/Site-Plan-and-Drawing_Guidelines.pdf)
- Municipal Development Standards: [https://puslinch.ca/wp-content/uploads/2022/07/117006-3-Puslinch-Standards\\_FINAL-September-2019.pdf](https://puslinch.ca/wp-content/uploads/2022/07/117006-3-Puslinch-Standards_FINAL-September-2019.pdf)
- Puslinch Design Guidelines: <https://puslinch.ca/wp-content/uploads/2022/07/Puslinch-Design-Guidelines-Feb-2010.pdf>

Sincerely,




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**Jesse Auspitz, MCIP, RPP**  
Principal Planner  
**NPG Planning Solutions Inc.**  
[jauspitz@npgsolutions.ca](mailto:jauspitz@npgsolutions.ca)



## COUNTY OF WELLINGTON

PLANNING AND DEVELOPMENT DEPARTMENT  
ALDO L. SALIS, BES, MSc, RPP, MCIP, DIRECTOR  
TEL: (519) 837-2600

ADMINISTRATION CENTRE  
74 WOOLWICH STREET  
GUELPH, ONTARIO  
N1H 3T9

June 7<sup>th</sup>, 2024

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

Dear Ms. Lynne Banks:

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**Re: Pre-consultation Request – 4539 Victoria Rd S**

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Thank you for circulating the request for pre-consultation comments for the above-noted property. As part of the pre-consultation, we have reviewed the following submitted items:

- Site Plan sketch not dated

Based on our review of the above information, we offer the following County planning comments for consideration:

### **Proposal**

Based on the review of the application it is to our understanding that:

- The applicant is seeking permission to store RV vehicles on their property.

### **Planning Comments:**

- **Provincial Policy:**
  - As the subject lands are designated as Secondary Agriculture, the development will need to demonstrate consistency with Section 1.1.4 Rural Area in Municipalities and Section 1.1.5 Rural Lands in Municipalities provisions of the Provincial Policy Statement.
  - It is further noted that the current Provincial Growth Plan requires a 30 metre setback from wetlands.
- **Official Plan Comments:**
  - The subject property is designated as Secondary Agriculture, Core Greenlands, and Greenlands within the Wellington County Official Plan. Identified features include, Provincially Significant Wetlands, Significant Wooded Areas, Environmentally Sensitive Areas, as well as Grand River Conservation Authority (GRCA) Floodplain, Wetlands, and Slope Erosion Allowance.



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N1H 3T9

- As per *Section 5.6.3 Adjacent Lands* of the Official Plan, where development is proposed in the Greenland System or on adjacent lands (120 m) an Environmental Impact Assessment is required. Comments from Grand River Conservation Authority (GRCA) staff and the Township's consulting ecologists should also be considered.

Although the proposal is very conceptual in nature, it appears the proposed use is not intended to be located within the Greenland System. However, depending on the final use layout, any development will need to be located outside of features such as the floodplain and Provincially Significant Wetlands and may be subject to an Environmental Impact Study requirement to demonstrate consistency with Part 5 of the County Official Plan.

- Section 6.5.3 of the Official Plan identifies the permitted uses and activities in the Secondary Agriculture Area. Within this designation, the follow uses include: all uses allowed in Prime Agriculture Areas, small scale commercial, industrial and institutional uses, as well as public service facilities.

Based on the nature of the use, its is assumed this use is being proposed under *Section 6.5.5 Commercial, Industrial & Institutional* of the Official Plan for a small-scale commercial use. Under this section, key criteria will need to be demonstrated in order to conclude that an Official Plan amendment is not required. The criteria is as follows:

- a. appropriate sewage and water systems can be established;
  - b. the proposed use is compatible with surrounding uses;
  - c. the use requires a non-urban location due to:
    - a. market requirements;
    - b. land requirements;
    - c. compatibility issues.
  - d. the use will not hinder or preclude the potential for agriculture or mineral aggregate operations;
  - e. the use will be small scale and take place on one lot and large scale proposals or proposals involving more than one lot will require an official plan amendment.
- The subject lands are also located within the Paris Galt Moraine and subject to the applicable policies of the Official Plan, including Section 4.9.7. Comments from the Township's Hydrogeologist will need to be addressed.
  - The site appears to be located within the Wellhead Protection Areas for Water Quantity (Q1 and Q2). Comments from Source Water Protection staff will need to be considered.



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N1H 3T9

- **General Planning Comments**

- Additional information about the use would be helpful to understand the intended proposal. For example – how much area will be dedicated to the use? How many RV's will be stored on-site at any given time? Is it for seasonal or year-round storage? How many people will be employed by the use? Will parking occur on grass or gravel? How will on-site security be addressed? Will there be any on-site lighting? What are the impacts to the current use of the site?
- Justification on site location, need and scale will be required.
- A Zoning By-law Amendment application will require submission of a Planning Justification Report (PJR) that addresses provincial policy and Official Plan policies. Section 4.6.2 Planning Impact Assessment of the Official Plan further sets out requirements for a PJR.
- A detailed conceptual plan is requested as part of a Zoning By-law amendment application if said application is determined to be required by the Township.

These comments have been prepared without the benefit of reviewing detailed comments from the Township, their consultants or agencies and is based on a conceptual proposal. These comments may change as the development progresses and as more details are provided.

I trust these comments will be of assistance and if you have questions please contact the County of Wellington Planning and Development Department.

Yours truly,

Jamie Barnes, Junior Planner

Meagan Ferris, RPP MICP  
Manager of Planning and Environment

May 28, 2024

Project No. 2402588 / 123006-021

VIA CLOUDPERMIT: Township of Puslinch

Lynne Banks  
Township of Puslinch  
4704 Wellington Road 34  
Puslinch, ON N0B 2J0

**Re: Pre-Consultation Request  
4539 Victoria Road South  
Puslinch, ON**

Dear Ms. Banks:

Following our review of pre-consultation application documents received on May 13, 2024, we are providing comments related to a future zoning by-law amendment on the subject lands located at 4539 Victoria Road South in the Township of Puslinch. It is our understanding that the property is currently zoned as agricultural with some portions of naturalized environment.

In support of the identification of engineering requirements, the following documents were received and reviewed:

- Schedule 'B' Re: 4539 Victoria Rd S Puslinch Con 9 Pt Lot 18, n.d.

We provide the following requirements in support of future zoning application:

- **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.

Further information is required for the identification of engineering requirements. Depending on this information, the following may be required:

- **Geotechnical and Hydrogeological Studies**, providing information as required to support building design, septic system design and availability of potable groundwater.
- **Site Grading and Servicing Plan**, generally showing existing and proposed drainage patterns on the subject lands, confirming legal drainage outlet, showing existing and proposed infrastructure and services including but not limited to storm sewers, sanitary sewers, water lines and stormwater management facilities.

- **Erosion and Sediment Control Plan**, providing provisions for the control of sediment and potential erosion during construction to limit impacts on surrounding areas and infrastructure.
- **Functional Servicing and Stormwater Management Brief**, detailing:
  - The existing conditions of the site and the nature of the proposed development.
  - How the site will be serviced by potable water and wastewater servicing.
  - How stormwater management will be provided for the site including stormwater quality, quantity, water balance and erosion control, etc. as required by Township Development Standards.
  - Grading and drainage considerations, including confirmation of overland flow route and legal outlet.
  - Geotechnical and hydrogeological considerations.
  - Transportation considerations.
- **Itemized Construction Cost Estimate**, including 15% for engineering and contingencies.
- **GRCA Review**; the applicant is to provide conservation authority comments to the Township.
  - The subject lands contain wetlands and watercourses regulated by the GRCA.

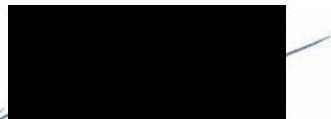
If you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,

GEI Consultants Canada Ltd.



Parth Lad, E.I.T.  
Technical Specialist



Steve Conway, C.E.T., rcsi, PMP  
Construction Services Lead, Vice President



May 27, 2024

3378

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

Attention: Lynne Banks  
Development and Legislative Coordinator

**RE: 4539 Victoria Road South, Puslinch  
Peer Review of Pre-Consultation**

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As requested, we have reviewed the Pre-Consultation Request submitted to the Township of Puslinch (the "Township") by Stephanie McCrone in support of a proposed recreational vehicle (RV) storage area at 4539 Victoria Road South, Township of Puslinch, Ontario ('subject property'). Our comments are set out below.

**Background**

The subject property is located northeast of Victoria Road South and southeast of Maltby Road East in the Township of Puslinch, Ontario. The above pre-consultation request was submitted to the Township of Puslinch by the subject property owner, Stephanie McCrone. It is understood that the applicant wishes to store RVs within the central portion of their property, as illustrated in the application. It is also understood that the applicant wishes to farm the property.

**Reviewed Materials**

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

- Pre-Consultation Request - Submitted to the Township of Puslinch (May 10, 2024);
- Natural Heritage Information Centre (NHIC) database (2024);
- "Make a Map: Natural Heritage Areas", Ministry of Natural Resources and Forestry (2024);
- Township of Puslinch Comprehensive Zoning By-law No. 023-18 (Consolidated May 2021);
- County of Wellington Official Plan (last updated February 2024); and,
- Grand River Conservation Authority (GRCA) online mapping (2024).

## **Comments on Reviewed Materials**

Based on our review of the pre-consultation materials, the following comments are provided:

- The subject property contains a variety of GRCA regulated features. A portion of the Mill Creek Puslinch Provincially Significant Wetland (PSW) overlaps the northeastern and southeast sections of the subject property. The Mill Creek Puslinch PSW is also located adjacent (i.e., within 120m) to the subject property, to the north, east, and south. A small (>0.5ha) unevaluated wetland feature is located within the southeast corner of the subject property. A small (>0.5a) pond is also located within the southwest corner of the subject property. A GRCA-regulated watercourse feature and associated floodplain is located along the northern section of the subject property.
- Information available from the NHIC indicates records of herpetofauna species of special concern, including Snapping Turtle (*Chelydra serpentina*) and Eastern Milksnake (*Lampropeltis triangulum*) within proximity of the subject property (NHIC 2024).
- Information available from the NHIC also indicates records of threatened Eastern Meadowlark (*Sturnella magna*), Bobolink (*Dolichonyx oryzivorus*), and Smooth Yellow False Foxglove (*Aureolaria flava*), as well as species of special concern Eastern Wood-Pewee (*Contopus virens*) and Grasshopper Sparrow (*Ammodramus savannarum*) within proximity to the property (NHIC 2024).
- Available air photography shows intermittent tree cover throughout the subject property and a more densely treed area to the north and northeast of the property, which is identified as woodland by the Natural Heritage Information Centre (NHIC) (2024). Based on the available air photography, it is anticipated that treed areas of the subject property are likely to be contiguous woodland with the identified off-property woodlands.
- The subject property contains an existing residential dwelling within the southwest, as well as a driveway that extends from the south to the north.
- Existing trees on the subject property may have the potential to provide suitable roosting habitat for Species at Risk (SAR) bats, including Little Brown Myotis (*Myotis lucifugus*), Northern Myotis (*Myotis septentrionalis*) and Tri-colored Bat (*Perimyotis subflavus*).
- Available air photography appears to show recent disturbance within the subject property, including what appears to be the development of a constructed access to the proposed RV storage area. It is anticipated that this activity would have involved the completion of vegetation removal from within the subject property. It is unclear if this activity has been completed in compliance with the relevant municipal regulations.

## **Recommendations**

It is our opinion that the following steps should be taken to evaluate and address impacts associated with the area proposed for RV storage:

- Prepare a concept plan or similar design identifying the relevant development information as it relates to RV storage. Greater detail should also be provided on the proposed farming activity and conversion to agricultural lands that was referenced within the pre-consultation submission.
- Detail should be provided regarding the extent of vegetation removal that has been completed within the property. Should additional vegetation removal activity be required, it is recommended that a detailed assessment or inventory of that vegetation be completed, and an Arborist Report/Tree Preservation Plan, or similar report, be

completed. Should the proposal require the removal of woodlands, as identified in the County of Wellington Forest Conservation Bylaw (5115-09), conformity to that Bylaw must be demonstrated.

- Should the area proposed for RV storage include development or site alteration within or directly adjacent to regulated natural heritage features or the GRCA's regulation area, the completion of an Environmental Impact Study (EIS) may be required to assess potential impacts that the proposed development activity may have on the existing natural heritage features on and adjacent to the subject property.
- If required, the EIS will also need to demonstrate that the proposed development and associated construction activities will have no negative impacts on the existing natural features on or adjacent to the subject property. The assessment of impacts should include consideration of any SAR or SAR habitat that may occur within the subject property, including within the identified aquatic and wetland features, as well as trees. Should impacts to natural features be unavoidable, including the removal of trees or impacts to wildlife habitat, measures to reduce the impact to the existing features and their ecological function (e.g., the replacement of removed trees or habitat) should be provided.
- As part of any site alteration within the subject property, Erosion and Sediment Control (ESC) measures to be applied prior to and during construction should be identified in adequate detail to demonstrate that the risk of runoff and sedimentation will not impact adjacent natural features during construction.
- If an EIS is required, it is recommended that the Mill Creek Subwatershed Study (GRCA 1997) be reviewed as part of the assessment for potential negative impacts to natural features within and adjacent to the subject property.
- Any future vegetation clearing associated with the establishment of an RV storage area should occur outside the bird nesting season of April 1-August 31 so as to limit disturbance to nesting activities of birds and to avoid destruction of active nests. The destruction of migratory birds and their nests is prohibited under the federal *Migratory Birds Convention Act*. If SAR bat habitat is identified within trees within the subject property, it is recommended that additional mitigation measures be provided, such as limiting tree removals to outside of the bat roosting period (May 1-September 30). However, the suitability of this mitigation measure is subject to the discretion of the Ministry of Environment, Conservation and Parks (MECP).

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.  
Terrestrial Biologist and Registered Professional Forester



Sydney Gilmour, M.Sc.  
Terrestrial and Wetland Biologist

## Source Water Protection – Planning Application Requirements

As part of the *Clean Water Act* and Source Protection Plan requirements, all proposed development that is subject to a *Planning Act* application on lands located within a vulnerable area shall ensure that proposed development work does not result in a threat to municipal drinking water quality and/or quantity.

### Section 1: Property and Application Information

Property Address: 4539 Victoria Road South

Application Type:

- Official Plan Amendment  
 Zoning By-law Amendment  
 Site Plan

- Plan of Subdivision  
 Plan of Condominium  
 Type: \_\_\_\_\_

### Section 2: Documentation to be provided by the Risk Management Office

	Current Application	Future Application	Not Required
Section 59 Notice	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Risk Management Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

### Section 3: Documentation required to be provided by the owner or their agents

	Current Application	Future Application	Not Required
Source Protection Screening Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drinking Water Threats Disclosure Report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Liquid Fuel Handling/Storage Spill Response Plan (>250L)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Winter Maintenance Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical/ Waste Management Storage Spill Response Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hydrogeological Assessment Report	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Water Balance Assessment Report	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recharge Infiltration Measures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Functional Service Report – Source Protection Design	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Stormwater Management Report – Source Protection Design	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Record of Site Condition	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Phase 1 and/or Phase 2 Environmental Assessments	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Please see [Appendix B](#) for required documentation descriptions. Additional detail is required to determine if the above noted documents are required. This will be discussed during the pre-consultation meeting and an updated list will be provided.

#### Section 4: Site specific information

Wellhead Protection Area (WHPA) and Vulnerability Scores:

WHPA  A  B  C  D  Q      Score  2  4  6  8  10

Issue Contributing Area (ICA):  None  Chloride  Trichloroethylene  Nitrate  Sodium

Significant Groundwater Recharge Area:  Yes  No

Highly Vulnerable Aquifer:  Yes  No

For more information, please contact [sourcewater@centrewellington.ca](mailto:sourcewater@centrewellington.ca).

Sincerely,

Kim Funk, Source Protection Coordinator  
519-846-9691 ext. 283  
[kfunk@centrewellington.ca](mailto:kfunk@centrewellington.ca)

Attachment:    WHPA Map(s)  
                  Source Protection Screening Form

Resources:    [Appendix A: Contact & Proposal Information](#)  
                  [Appendix B: Source Water Protection required document descriptions](#)  
                  [Appendix C: Guidance documents](#)  
                  [Appendix D: Water Balance Terms of Reference](#)

*Please note that the requested documentation is applicable as per the information available as of the date signed above. If the proposed application type and/or proposed use changes, there may be additional requirements. Future planning and/or building applications may have additional requirements beyond those listed above or may require reports listed as “not required”, based on the information provided at the time of application.*





**May 28, 2024**

**VIA EMAIL**

Lynne Banks, Development and Legislative Coordinator  
Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON, N0B 2J0

Dear Ms. Banks,

**Re: Pre-Consultation Meeting**  
4539 Victoria Road South, Township of Puslinch  
Applicant and Owner – Stephanie McCrone

Grand River Conservation Authority (GRCA) staff have reviewed the above-noted Pre-Consultation Meeting Application submission for a prospective Zoning By-law Amendment for a site-specific provision to store RVs on a portion of the subject property at 4539 Victoria Road South in the Township of Puslinch.

**Recommendation**

GRCA staff do not object to the proposed Zoning By-law Amendment pre-submission concept. For the formal submission, the access/egress to the storage area should be located outside of the GRCA regulated areas on the site.

**Documents Reviewed by Staff**

Staff have reviewed the following documents submitted with this application:

- Concept Plan prepared by Stephanie McCrone.

**GRCA Comments**

GRCA staff have reviewed this submission under the Mandatory Programs and Services Regulation (Ontario Regulation 686/21), including acting on behalf of the Province regarding natural hazards identified in Section 3.1 of the Provincial Policy Statement (PPS, 2020), 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 land contains wetlands and slope erosion hazards. Due to the presence of these features and their associated regulated allowances, portions of the subject land are regulated by the GRCA under Ontario Regulation 41/24 (Prohibited Activities, Exemptions, and Permits). A copy of GRCA's resource mapping is attached.

It is our understanding that the proposal is for a site-specific rezoning to permit the storage of RVs on the subject property. Staff do not object to the proposal concept, however, the applicant is encouraged to contact the GRCA to allow us to identify any concerns or requirements with regards to an access/egress to the storage area, and any other associated development activities. All development activity must be outside the natural hazards.

Any future development activity within the GRCA regulated area will require the prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 41/24.

Consistent with GRCA's 2024 approved fee schedule, this application will be considered a minor zoning by-law amendment. Upon receipt of a formal application, the applicant will be invoiced in the amount of \$465 for the GRCA's review of the application.

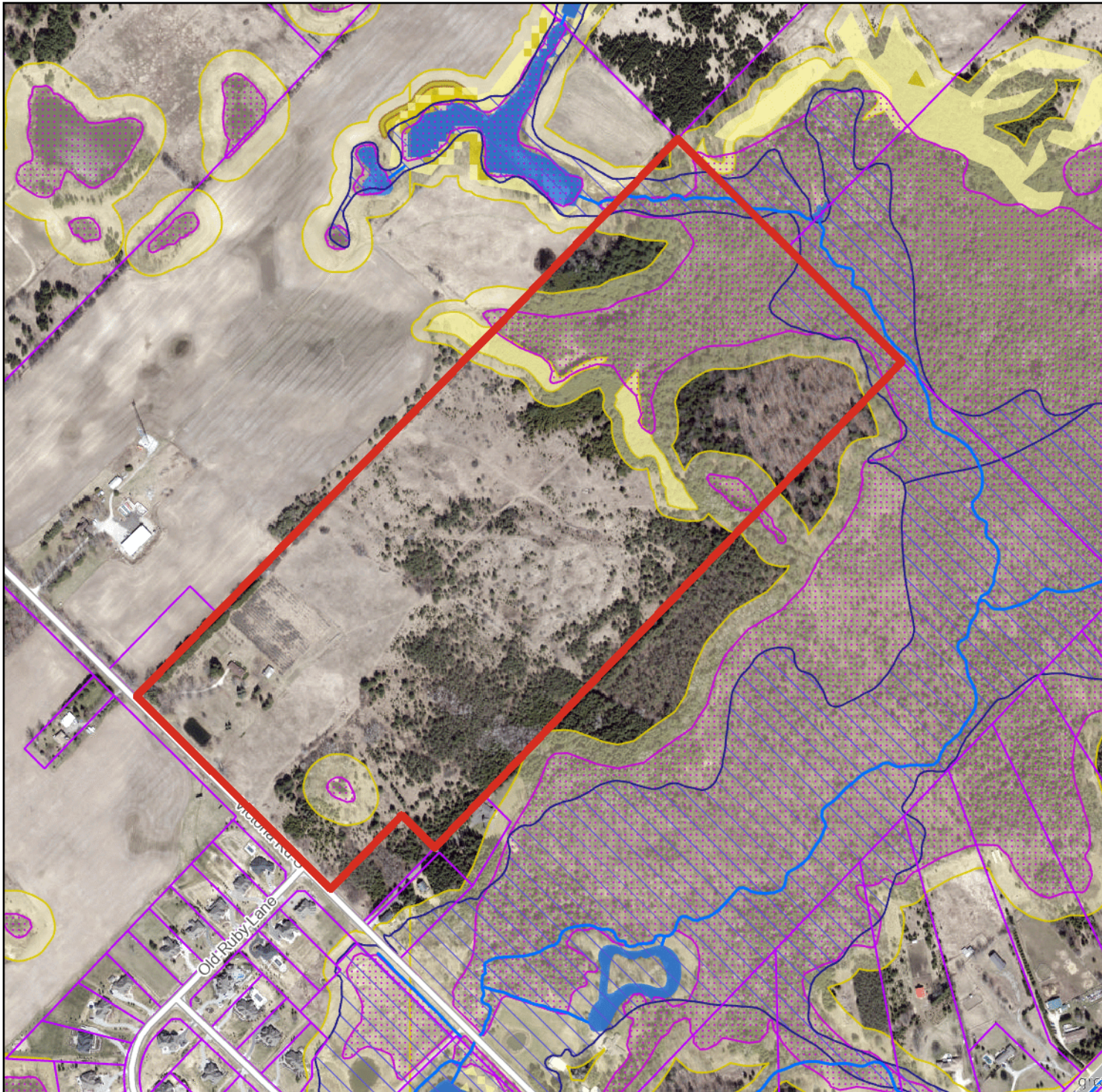
Should you have any questions, please contact Vanessa Wismer at 519-621-2761 ext. 2327 or [vwismer@grandriver.ca](mailto:vwismer@grandriver.ca).

Sincerely,



Chris Foster-Pengelly, M.Sc.  
Supervisor of Resource Planning and Regulation Services  
Grand River Conservation Authority

Enclosed: GRCA Resource Mapping



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)
- PREGS Violation (GRCA)
- Conservation Area Boundary (GRCA)

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