



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

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AGENDA

DATE: September 8, 2026

MEETING: Directly following Committee of
Adjustment

≠ Denotes resolution prepared

1. Call the Meeting to Order
2. Roll Call
3. Moment of Reflection
4. Confirmation of the Agenda ≠
5. Disclosure of Conflict of Interest
6. Consent Agenda ≠
 - 6.1. August 11, 2026 Planning & Development Advisory Committee Meeting Minutes

Recommendation

That the Consent Agenda items listed for the September 8, 2026, Planning & Development Advisory Committee meeting be received for information.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026
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7. Delegations

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

7.1.1. None

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

7.2.1. None

8. Notice of Public Meetings/Hearings

8.1 None

9. Reports

9.1 Land Division (Consents)

9.1.1.None

9.2 Zoning By-law Amendment Applications

9.2.1 D14-CBM (Safarik Pit) – 4275 Concession 7, Township of Puslinch

The proposed Zoning By-law Amendment Application is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to rezoning the lands municipally referred to as 4275 Concession 7 also known as the proposed Safarik Pit from an Agriculture (A) and Natural Environment (NE) to Extractive (EXI) and Natural Environment (NE).

Recommendation:

That Report PDAC-2026-016 entitled Zoning By-law Amendment Application D14/CBM Request for the Committee's review and comments be received; and

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

9.2.2 D14-SNY – 339 Downey Rd, Township of Puslinch

The purpose and effect of the proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to rezone the lands municipally known as 339 Downey Rd change the zoning from Agricultural (A) to an Agricultural Site-Specific Zone (A(spXX)) to prohibit new dwelling unit on one part of the site and to an Agricultural Site-Specific Zone (A(spYY)) to permit two existing dwelling units on another part of the site.

Recommendation:

That Report PDAC-2026-017 entitled Zoning By-law Amendment Application D14/SNY Request for the Committee's review and comments be received; and

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

9.2.3 D14-HAS (Emerald Lake) – 7248 Gore Rd, Township of Puslinch

The purpose of the application is to recognize and bring the existing campground operations into compliance with the Zoning By-law and to permit various uses within the travel trailer park and the waterpark including tent camping, cabins as short term accommodation, assembly hall and accessory uses for the travel trailer park and a modified definition of private park to accommodate the waterpark use.

Additionally, the ZBA would also permit:

- an increase in the number of recreational vehicle sites from 200 to 272.
- Amendments to the boundaries of the NE Zone and the EP overlay are proposed based on a scoped Environmental Impact Study.
- A small southeastern portion of the lands are proposed to be rezoned to Agricultural (A) to facilitate a future consent application which will merge this portion with the adjacent property at 7260 Gore Road.

Recommendation:

That Report PDAC-2026-018 entitled Zoning By-law Amendment Application D14/HAS Request for the Committee's review and comments be received; and

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

9.2.4 D14-KUK - Part Lots 7 to 9, Concession 10, Township of Puslinch

The purpose and effect of the proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to rezone the lands municipally known as Part Lots 7, 8 & 9, Concession 10 from Agriculture (A) Zone to a Hamlet Residential Site-Specific Zone with a Holding Provision (HR(spXX)(h-Y) to permit a residential subdivision consisting of single detached dwellings, additional residential unit, a home business and a park.

Recommendation:

That Report PDAC-2026-019 entitled Zoning By-law Amendment Application D14/KUK Request for the Committees review and comments be received; and

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

9.3 Staff Reports

9.3.1 None

10. Correspondence

10.1 None

11. New Business



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

12. Adjournment #



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

MINUTES

DATE: August 11, 2026

MEETING: 7:00 PM

The August 11, 2026 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:

Councilor John Sepulis, Chair
Kim McCarthy
Paul Sadhra

ABSENT:

Chris Pickard
Kiro Attia

STAFF IN ATTENDANCE:

Monika Farncombe, Planning & Corporate Services Coordinator

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2026-033:

Moved by Committee Member Kim McCarthy and
Seconded by Committee Member Paul Sadhra

That the Committee approves the August 11, 2026, PDAC Agenda as circulated.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

6. CONSENT AGENDA

6.1 Approval of the Minutes July 14, 2026

6.2 Committee Questions and Staff Responses

Resolution No. 2026-034:

Moved by Committee Member Kim McCarthy and
Seconded by Committee Member Paul Sadhra

That the Planning and Development Advisory Committee approves the Minutes from the meeting held July 14, 2026 and 6.2 Committee Questions and Staff Responses

CARRIED

7. DELEGATIONS

7.1 Specific Interest (Items Listed on the Meeting Agenda)

None

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

9. REPORTS

9.1 LAND DIVISION

9.1.1 B18-26 – Hohenadel, Mary & Paul– 4458 Victoria Rd S, Township of Puslinch

Proposed lot line adjustment is 750 m² with 18m frontage, vacant land with partial pond to be added to abutting rural residential parcel - Michael Hohenadel. Together with a proposed hydro easement over the severed parcel to benefit the retained.

Retained parcel is 5.3 hectares with 13.9m frontage, existing and proposed rural residential use with existing dwelling and accessory buildings



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

Resolution No. 2026-035:

Moved by Committee Member Kim McCarthy and
Seconded by Committee Member Paul Sadhra

That Report PDAC-2026-012 entitled Consent Application B18-26 be received for information; and

Whereas the Township has reviewed the proposal to adjust the boundary between 4458 Victoria Road and 4456 Victoria Road within the Township of Puslinch for the purpose of providing its comments to the approval authority, the County of Wellington Land Division Committee; and

Whereas the request for consent proposes a minor lot line adjustment to transfer approximately 0.075 hectare (750 m²) of land from 4458 Victoria Road South to 4456 Victoria Road South, resulting in a merged parcel approximately 0.47 hectares in area, and a retained parcel of approximately 5.3 hectares at 4458 Victoria Road South; and

Whereas the lands at 4456 Victoria Road South contain an existing dwelling, septic system, as well as a portion of a pond; and

Whereas the lands at 4458 Victoria Road South contain an existing dwelling, three accessory structures, septic system, and a portion of a pond; and

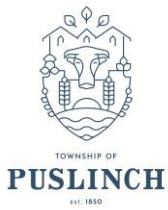
Whereas the additional lands are requested to wholly contain the existing pond within the boundaries of 4456 Victoria Road South; and

Whereas the proposed boundary adjustment will not result in any loss of agricultural lands;

Therefore, that the Planning and Development Advisory Committee, in consultation with Township staff, recommend that the Township submit the following comments to the County Land Division Committee for consideration:

That the Township of Puslinch Planning and Development Advisory Committee recommends approval of the application subject to the following conditions:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including but not limited to taxes paid in full and Consent Review and Safe Access Clearance Fees), which the Township may deem necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

2. That any fees incurred by the Township of Puslinch for the review of this application, including costs associated with the retention of subconsultants, will be the responsibility of the applicant. This condition will not be cleared until any and all fees have been paid to the Township of Puslinch and a letter of clearance of this condition is received by the Secretary Treasurer of the Land Division Committee from the Township of Puslinch.
3. That the owner demonstrates, to the satisfaction of the Township of Puslinch, that both the retained lands and the severed lands are in compliance with all applicable Township by-laws and municipal requirements, including the resolution of any outstanding by-law enforcement matters, permits, approvals, and orders.

CARRIED

9.1.2 B20-26 – McFee, Allan – 4315 Watson Rd, Township of Puslinch

Proposed severance is 0.49 hectares with 55m frontage, existing agricultural use for proposed rural residential use.

Retained parcel is 37.5 hectares with 156m frontage, existing and proposed agricultural use with existing dwelling, barn & shed.

Resolution No. 2026-036:

Moved by Committee Member Paul Sadhra and

Seconded by Committee Member Kim McCarthy

That Report PDAC-2026-013 entitled Consent Application B20-26 be received for information; and

Whereas the Township has reviewed the proposal to create one new residential parcel along Watson Road South in the Township of Puslinch for the purpose of providing its comments to the approval authority, the County of Wellington Land Division Committee; and

Whereas the request for consent includes the proposed severance of the subject property (4315 Watson Road South, Township of Puslinch) into two parcels; and

Whereas the severed parcel would be a vacant lot suitable for a future dwelling, featuring a lot frontage of approximately 55 metres, a lot depth of approximately 90 metres, and a lot area of approximately 0.49 hectares; and



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

Whereas the retained parcel would continue as an agricultural operation, feature a lot frontage of approximately 156 metres along Watson Road South, and an approximate lot depth of 1,032 metres, and a lot area of approximately 37.5 hectares;

Therefore, that the Planning and Development Advisory Committee, in consultation with Township staff, recommend that the Township submit the following comments to the County Land Division Committee for consideration:

That the Township of Puslinch Planning and Development Advisory Committee recommends approval of the application subject to the following conditions:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including but not limited to taxes paid in full and Consent Review and Safe Access Clearance Fees), which the Township may deem necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject property; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.
2. That the Owner obtain zoning compliance for both the merged and retained parcels including but not limited to item 2.1 and 2.2, to be demonstrated to the satisfaction of the Township of Puslinch; should zoning compliance not be achieved, the Owner shall obtain approval of a Zoning By-law Amendment or minor variance, as applicable, to bring the parcels into compliance; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.
 - 2.1 That the Owner obtain approval of a Zoning By-law Amendment, to the satisfaction of the Township of Puslinch, implementing all measures necessary to ensure compliance with the Minimum Distance Separation (MDS) Guidelines for the severed parcel, including but not limited to the barn located at 4315 Watson Road South. Such amendment may include site specific provisions, but is not limited to, the reclassification of detached structures to accessory structures (storage) to achieve MDS calculations and the prohibition of any existing livestock facilities and manure storage on the retained parcel, or other zoning provisions deemed necessary to achieve MDS compliance. MDS calculations will be required for any new buildings constructed on the retained lands after the passing of the Zoning By-law Amendment that contain livestock and/or manure storage areas, in accordance with Section 4.16 of the Township



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

Zoning By-law, as amended. Upon approval, the Township shall provide written confirmation to the Secretary-Treasurer that this condition has been fulfilled.

- 2.2 That the Owner obtains zoning compliance for MDS I, including but not limited to the barn located at the property municipally known as 4342 Watson Road South, for both the severed and retained parcels, and show zoning compliance that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
3. That the Owner demonstrate, to the satisfaction of the Township of Puslinch, that both the retained lands and the severed lands are in compliance with all applicable Township by-laws and municipal requirements, including the resolution of any outstanding by-law enforcement matters, permits, approvals, and orders.
4. That the Owner demonstrate, to the satisfaction of the Township of Puslinch, that safe access to the severed parcel can be achieved; and further that the Township file a letter of clearance with the Secretary Treasurer of the Planning and Land Division Committee.
5. That any fees incurred by the Township of Puslinch for the review of this application, including costs associated with the retention of subconsultants, will be the responsibility of the applicant/Owner. This condition will not be cleared until any and all fees have been paid to the Township of Puslinch, upon receipt of any and all fees being paid; and further that the Township file a letter of clearance with the Secretary Treasurer of the Planning and Land Division Committee.
6. That the Owner submit a pre-development site plan for the severed and retained parcels to the satisfaction of the Township of Puslinch identifying the proposed dwelling location and setbacks from property lines, driveway location, well and septic system on the severed and retained parcels, and any topographic constraints; and further that the Township file a letter of clearance with the Secretary Treasurer of the Planning and Land Division Committee.

CARRIED

9.1.3 B21-26 – Paddock, Gwendolyn – 4121 Wellington Rd 35, Township of Puslinch

Proposed severance is $60.96\text{m fr} \times 99.06 = 0.60$ hectares, existing agricultural use for proposed rural residential use.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

Retained parcel is 39.7 hectares with 952.85m frontage, existing and proposed agricultural use.

Resolution No. 2026-037:

Moved by Committee Member Paul Sahdra and
Seconded by Committee Member Kim McCarthy

That Report PDAC-2026-014 entitled Consent Application B21-26 be received for information; and

The Committee recommends the support of the severance application subject to an easement being put on by the OFT. Noting, that a gravel company has expressed interest in the property. Should the County approve the application, the following conditions shall apply:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including but not limited to taxes paid in full and Consent Review and Safe Access Clearance Fees), which the Township may deem necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject property; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.
2. That the Owner obtain zoning compliance for both the severed and retained parcels including but not limited to item 2.1, to be demonstrated to the satisfaction of the Township of Puslinch; should zoning compliance not be achieved, the Owner shall obtain approval of a Zoning By-law Amendment or minor variance, as applicable, to bring the parcels into compliance; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.
 - 2.1 That the Owner obtains zoning compliance for MDS I, including but not limited to the barn located at 4227 Wellington Road 35 and 6920 Concession 1 Road, and show zoning compliance for the severed parcel that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
3. That the Owner demonstrate, to the satisfaction of the Township of Puslinch, that both the retained lands and the severed lands are in compliance with all applicable Township



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

by-laws and municipal requirements, including the resolution of any outstanding by-law enforcement matters, permits, approvals, and orders.

4. That any fees incurred by the Township of Puslinch for the review of this application, including costs associated with the retention of subconsultants, will be the responsibility of the applicant/Owner. This condition will not be cleared until any and all fees have been paid to the Township of Puslinch, upon receipt of any and all fees being paid; and further that the Township file a letter of clearance with the Secretary Treasurer of the Planning and Land Division Committee.
5. That the Owner submit a pre-development site plan for the severed and retained parcels to the satisfaction of the Township of Puslinch identifying the proposed dwelling location and setbacks from property lines, driveway location, well and septic system on the severed parcel, and any topographic constraints; and further that the Township file a letter of clearance with the Secretary Treasurer of the Planning and Land Division Committee.

CARRIED

9.1.4 B24-26 - Keidinger-Krebs, Christina – 19 Lakeside Dr, Township of Puslinch

Proposed lot line adjustment is 129 square metres with 6.15m frontage, existing residential use to be added to abutting residential lot - Ralph Krebs for driveway & wheelchair ramp.

Retained parcel is 1440 square metres with 25.13m frontage, existing and proposed residential use.

Resolution No. 2026-038:

Moved by Committee Member Paul Sahdra and
Seconded by Committee Member Kim McCarthy

That Report PDAC-2026-015 entitled Consent Application B24-26 be received for information; and

Whereas the Township has reviewed the proposal to adjust the boundary between 19 Lakeside Drive and 20 Lakeside Drive within the Township of Puslinch for the purpose of providing its comments to the approval authority, the County of Wellington Land Division Committee; and

Whereas the request for consent proposes a minor lot line adjustment to transfer approximately 129 m² of land from 20 Lakeside Drive to 19 Lakeside Drive, resulting in a merged parcel of



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

approximately 919 m² for 19 Lakeside Drive and a retained parcel of approximately 1,311 m² at 20 Lakeside Drive; and

Whereas the lands 20 Lakeside Drive contain an existing one-storey brick dwelling, septic system and well, and a portion of a wheelchair ramp. The additional lands are requested to resolve the existing encroachment of the wheelchair ramp to ensure it is contained wholly on the enlarged parcel (19 Lakeside Drive);

Whereas the lands at 20 Lakeside Drive and 19 Lakeside Drive currently feature a shared driveway. The boundary adjustment will also provide sufficient space for a new driveway which is also proposed as part of the application;

Therefore, that the Planning and Development Advisory Committee, in consultation with Township staff, recommend that the Township submit the following comments to the County Land Division Committee for consideration:

That the Township of Puslinch Planning and Development Advisory Committee recommends approval of the application subject to the following conditions:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including but not limited to taxes paid in full and Consent Review and Safe Access Clearance Fees), which the Township may deem necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.
2. That the Owner obtain zoning compliance for both the merged and retained parcels including the location of septic beds and wells and items 2.1 and 2.2 to be demonstrated to the satisfaction of the Township of Puslinch; should zoning compliance not be achieved, the Owner shall obtain approval of a Zoning By-law Amendment or minor variance, as applicable, to bring the parcels into compliance; and further that the Township file a letter of clearance with the Secretary-Treasurer of the Planning and Land Division Committee.
 - 2.1 That the Owner obtains zoning compliance for reduced lot area for both the retained and merged parcels, and show zoning compliance that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 11, 2026
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

- 2.2 That the Owner obtains zoning compliance for reduced lot frontage for both the retained and merged parcels, and show zoning compliance that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
3. That any fees incurred by the Township of Puslinch for the review of this application, including costs associated with the retention of subconsultants, will be the responsibility of the applicant. This condition will not be cleared until any and all fees have been paid to the Township of Puslinch and a letter of clearance of this condition is received by the Secretary Treasurer of the Land Division Committee from the Township of Puslinch.
4. That both the retained lands and the severed lands are in compliance with all applicable Township by-laws and municipal requirements including the resolution of any outstanding by-law enforcement matters, permits, approvals, and orders.

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

9.3. STAFF REPORTS

None

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT

Resolution No. 2026-032:

Moved by Committee Member Paul Sadhra
Seconded by Committee Member Kim McCarthy

That the Planning and Development Advisory Committee hereby adjourned at 7:35 p.m.

CARRIED



REPORT PDAC-2026-016

TO: Planning and Development Advisory Chair and Members of Committee

PREPARED BY: Monika Farncombe, Planning & Corporate Services Coordinator

PRESENTED BY: Monika Farncombe, Planning & Corporate Services Coordinator

MEETING DATE: September 8, 2026

SUBJECT: Zoning By-law Amendment Application
4275 Concession 7
Request for Committee Review and Comments
File: D14/CBM – Safarik Pit

RECOMMENDATION

That Report PDAC-2026-016 entitled Zoning By-law Amendment Application D14/CBM Request for the Committee's review and comments be received; and,

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

Purpose

The purpose of this report is to:

1. Advise the Committee of the application for a for a Zoning By-law Amendment for the property described as Part Lot 29, Concession 7; Township of Puslinch, (the "Subject Lands"). The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, (Zoning By-law) to rezone the lands from an Agriculture (A) and Natural Environment (NE) to Extractive (EXI) and Natural Environment (NE).
2. Seek comments from the Committee prior to the Public Meeting tentatively scheduled for October 21, 2026.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Township Zoning By-law, to rezone the lands from Agriculture (A) and Natural Environment (NE) to Extractive (EXI) and Natural Environment (NE) with site specific zoning (sp##).

The application required one submission in order to determine that all required documents and studies to support the application had been received and Council, subject to staff's direction, deemed the application to be complete at the January 21, 2026 Council Meeting.

Following Council's determination on January 21, 2026 that the application was complete, Township staff and consulting professionals commenced a comprehensive review of the application based on its merits.

Consultation

The Zoning By-law Amendment Application was submitted to the Township on December 1, 2025, and the prescribed fee was paid on December 5, 2025. There was one submission in order to determine that all required documents and studies to support the application had been received. There is a thirty (30) day timeline to review applications for completeness in accordance with the Act.

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

1st Submission – December 1, 2025:

- Cover Letter – MHBC – November 27, 2025
- Planning Justification Report – MHBC - November 2025
- Plan of Survey – Delph and Jenkins North Ltd – February 17, 2023
- Existing Features Plan – MHBC – November 2025
- Noise Assessment Report – WSP Canada Inc – November 2025
- Natural Environment Report – WSP Canada Inc – September 28, 2025
- Cultural Heritage Report – WSP Canada Inc – July 18, 2025
- Heritage Impact Assessment – WSP Canada Inc – October 15, 2025
- Best Management Practices Plan for Control of Fugitive Dust – WSP Canada Inc – October 2025

- Maximum Predicted Water Table Report – WSP Canada Inc – October 2, 2025
- Level One and Two Water Report – WSP Canada Inc – October 10, 2025
- Stage 1 and 2 Archaeological Assessment – WSP Canada Inc – September 25, 2025
- Source Water Protection Screening Form – November 24, 2025
- Parcel Register – Service Ontario – October 15, 2024
- Confirmation of Ownership – November 6, 2025

Council, subject to staff's recommendation, deemed the application to be complete on January 21, 2026, and the timelines in the *Planning Act* stipulate 90 days to process the application. The Township continues to process applications as close to the stipulated timelines as practical. The legislation sets out the following process to be completed:

- Circulate the statutory notice to properties within a 120 metre buffer, in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments (September 8, 2026);
- Schedule and conduct at least one public meeting (Tentatively October 21, 2026);
- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law (Date to be determined).

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

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

Attachments

Schedule "A" – Key Map

Schedule "B" – 1st Submission and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Respectfully submitted,

Monika Farncombe
Planning & Corporate Services
Coordinator

Reviewed by:

Justine Brotherston
Director of Corporate Services/
Municipal Clerk

Schedule "A"

KEY MAP





REPORT PDAC-2026-017

TO: Planning and Development Advisory Chair and Members of Committee

PREPARED BY: Monika Farncombe, Planning & Corporate Services Coordinator

PRESENTED BY: Monika Farncombe, Planning & Corporate Services Coordinator

MEETING DATE: September 8, 2026

SUBJECT: Zoning By-law Amendment Application
339 Downey Rd
Request for Committee Review and Comments
File: D14/SNY

RECOMMENDATION

That Report PDAC-2026-017 entitled Zoning By-law Amendment Application D14/SNY Request for the Committee's review and comments be received; and,

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

Purpose

The purpose of this report is to:

1. Advise the Committee of the application for a Site-Specific Zoning By-law Amendment for the property described as Part Lot 14 & 15, Concession 5; Township of Puslinch, (the "Subject Lands"). The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended (Zoning By-law), to rezone the lands from Agricultural (A) to Agricultural (A) with a site-specific special provision to permit a minimum lot frontage of 14 metres and to permit two existing dwelling units on the subject property. The site-specific special provision will also prohibit any additional new dwelling units (A(spXX)).
2. Seek comments from the Committee prior to the Public Meeting tentatively scheduled for October 7, 2026.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Zoning By-law, to rezone the lands municipally known as 339 Downey Rd from an Agricultural (A) to Agricultural (A) with a site-specific special provision to permit a minimum lot frontage of 14 m and to permit two existing dwelling units on the subject property. The site-specific special provision will also prohibit any additional new dwelling units (A(spXX)).

The application required two submissions in order to determine that all required documents and studies to support the application had been received and Council, subject to staff's direction, deemed the application to be complete at the July 15, 2026 Council Meeting.

Following Council's determination on July 15, 2026 that the application was complete, Township staff and consulting professionals commenced a comprehensive review of the application based on its merits.

Consultation

1. Process to Deem Application Complete

The Zoning By-law Amendment Application and the prescribed fee was submitted to the Township on April 28, 2026. There were two submissions in order to determine that all required documents and studies to support the application had been received. There is a thirty (30) day timeline to review applications for completeness in accordance with the Act.

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

1st Submission – April 28, 2026:

- Registered Plan
- Survey

2nd Submission – May 27, 2026

- Planning Justification Report
- Draft Zoning By-law
- Parcel Register

- PIN Map
- Sketch showing proposed development

3rd Submission – August 10, 2026

- Response regarding City Road Width requirements

Council, subject to staff's recommendation, deemed the application to be complete on July 15, 2026, and the timelines in the *Planning Act* stipulate 90 days to process the application. The Township continues to process applications as close to the stipulated timelines as practical. The legislation sets out the following process to be completed:

- Circulate the statutory notice to properties within a 120 metre buffer, in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments (September 8 2026);
- Schedule and conduct at least one public meeting (October 7, 2026);
- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law (Date to be determined).

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

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

Attachments

Schedule "A" – Key Map

Schedule "B" – 1st Submission and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "C" – 2nd Submission and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule “D” – 3rd Submission and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Respectfully submitted,

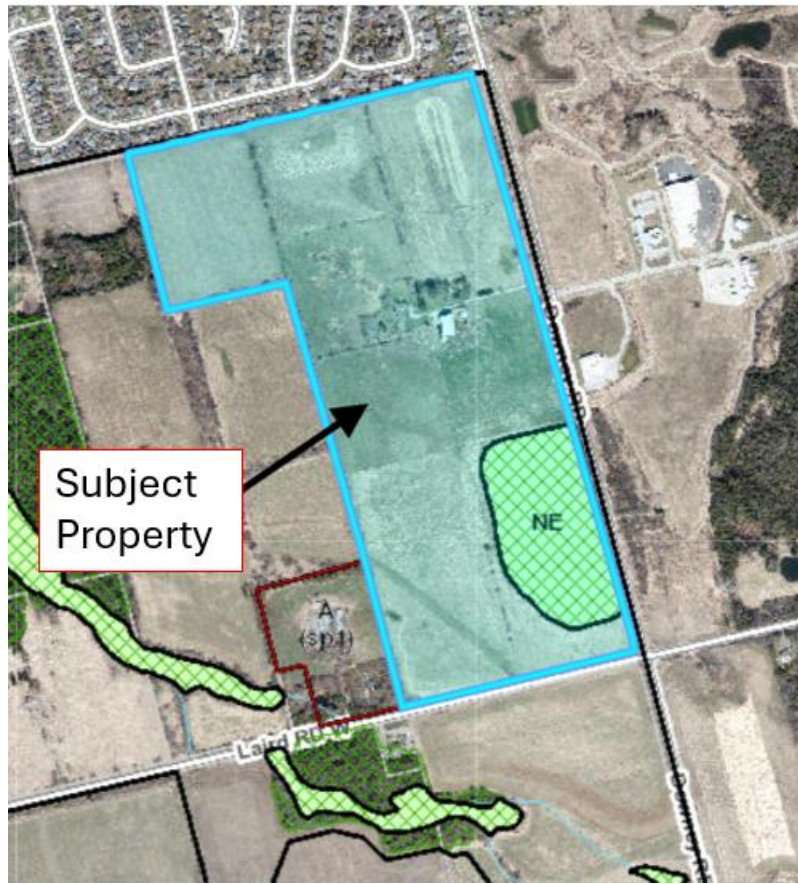
Reviewed by:

Monika Farncombe
Planning & Corporate Services
Coordinator

Justine Brotherston
Director of Corporate Services/
Municipal Clerk

Schedule "A"

KEY MAP





REPORT PDAC-2026-018

TO: Planning and Development Advisory Chair and Members of Committee

PREPARED BY: Monika Farncombe, Planning & Corporate Services Coordinator

PRESENTED BY: Monika Farncombe, Planning & Corporate Services Coordinator

MEETING DATE: September 8, 2026

SUBJECT: Zoning By-law Amendment Application
7248 Gore Rd
Request for Committee Review and Comments
File: D14/HAS

RECOMMENDATION

That Report PDAC-2026-018 entitled Zoning By-law Amendment Application D14/HAS Request for the Committee's review and comments be received; and,

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

Purpose

The purpose of this report is to:

1. Advise the Committee of the application for the Zoning By-law Amendment which seeks to recognize and bring the existing campground operations into compliance with the Township of Puslinch Zoning By-law 2018-023, as amended, (Zoning By-law) and to permit various uses within the travel trailer park and the waterpark including tent camping, cabins as short term accommodation, an assembly hall and accessory uses for the travel trailer park and a modified definition of private park to accommodate the waterpark use.

Additionally, the Zoning By-law Amendment would also permit:

- An increase in the number of recreational vehicle sites from 200 to 272;

- Amendments to the boundaries of the NE Zone and the EP overlay are proposed based on a scoped Environmental Impact Study; and,
- Rezone a small portion of the southeastern to Agricultural (A) to facilitate a future consent application which would merge this portion with the adjacent property at 7260 Gore Road.

2. Seek comments from the Committee prior to the Public Meeting tentatively scheduled for October 7, 2026.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Zoning By-law, to rezone a portion of the lands municipally known as 7248 Gore Rd Amendment which seeks to recognize and bring the existing campground operations into compliance with the Zoning By-law.

The application required two submissions in order to determine that all required documents and studies to support the application had been received and Council, subject to staff's direction, deemed the application to be complete at the August 26, 2026 Council Meeting.

Following Council's determination on August 26, 2026 that the application was complete, Township staff and consulting professionals commenced a comprehensive review of the application based on its merits.

Consultation

1. Comprehensive Pre-consultation

The pre-consultation application was submitted and the prescribed fee was paid on August 4, 2025. A comprehensive pre-consultation meeting took place on August 21, 2025 and the applicant was provided with preliminary comments from Township Staff and its consultants representing the Township, County of Wellington, and external agencies.

The following reports and plans have been submitted with the pre-consultation application on August 4, 2025:

Pre-consultation Submission

- Original Site Agreement
- BK Engineering Ministry of Environment Letter
- BK Engineering Map
- Waterloo Biofilter Design Installed

2. Process to Deem Application Complete

The Zoning By-law Amendment Application was submitted to the Township on May 15, 2026, and the prescribed fee was paid on May 19, 2026. There were two submissions in order to determine that all required documents and studies to support the application had been received. There is a thirty (30) day timeline to review applications for completeness in accordance with the Act.

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

1st Submission – May 19, 2026

- Planning Justification Report
- Cover Letter
- Scoped EIS
- Noise Study
- Nitrate Study
- Functional Servicing Report
- Functional Servicing Report Appendices

2nd Submission – July 10, 2026

- Property Deed
- PIN Map
- Conceptual Site Plan (North Side)
- Conceptual Site Plan (South Side)
- MDS Calculations
- EIS

Council, subject to staff's recommendation, deemed the application to be complete on August 26, 2026, and the timelines in the *Planning Act* stipulate 90 days to process the application. The Township continues to process applications as close to the stipulated timelines as practical. The legislation sets out the following process to be completed:

- Circulate the statutory notice to properties within a 120 metre buffer, in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments (September 8, 2026);
- Schedule and conduct at least one public meeting (Tentative October 7, 2026);
- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law (Date to be determined).

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

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

Attachments

Schedule "A" – Key Map

Schedule "B" – Preconsultation and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "C" – 1st Submission and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "D" – 2nd Submission and Township Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Respectfully submitted,

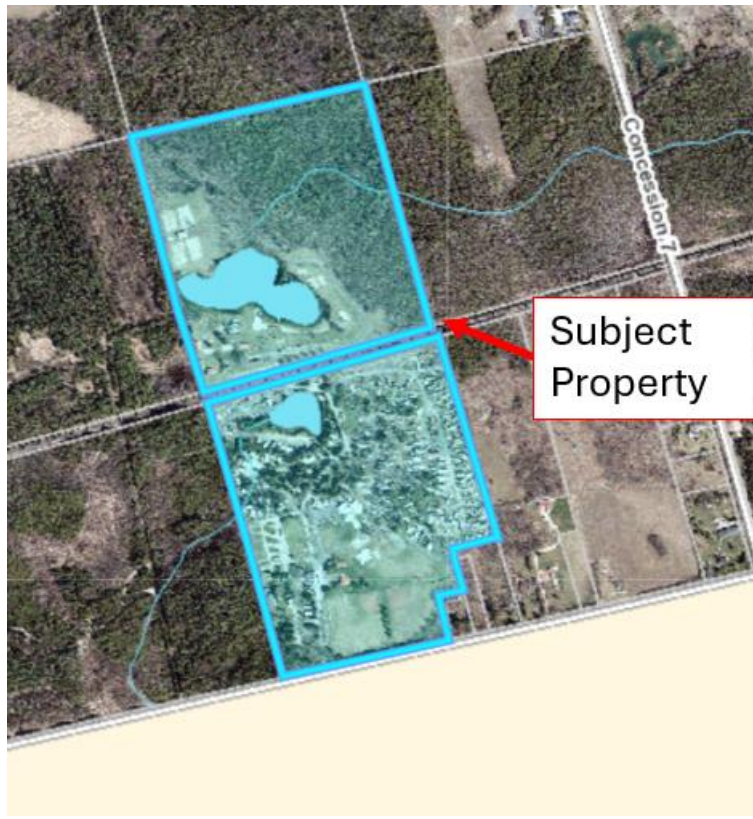
Reviewed by:

Monika Farncombe
Planning & Corporate Services
Coordinator

Justine Brotherston
Director of Corporate Services/
Municipal Clerk

Schedule "A"

KEY MAP





REPORT PDAC-2026-019

TO: Planning and Development Advisory Chair and Members of Committee

PREPARED BY: Monika Farncombe, Planning & Corporate Services Coordinator

PRESENTED BY: Monika Farncombe, Planning & Corporate Services Coordinator

MEETING DATE: September 8, 2026

SUBJECT: Zoning By-law Amendment Application
Part Lots 7, 8 & 9, Concession 10
Request for Committee Review and Comments
File: D14/KUK

RECOMMENDATION

That Report PDAC-2026-019 entitled Zoning By-law Amendment Application D14/KUK Request for the Committee's review and comments be received; and,

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

Purpose

The purpose of this report is to:

1. Advise the Committee of the application for a Site Specific Zoning By-law Amendment for the property described as Part Lots 7, 8 & 9, Concession 10; Township of Puslinch, (the "Subject Lands"). The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended (Zoning By-law), to rezone a portion of Part of Lots 7, 8, and 9, Concession 10, within the Township of Puslinch from Agriculture (A) Zone to Hamlet Residential Zone – Holding (HR-xxx-"H") to permit a residential subdivision consisting of single detached dwellings, additional residential unit, a home business and a park.
2. Seek comments from the Committee prior to the Public Meeting tentatively scheduled for October 7, 2026.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Zoning By-law, to rezone the lands municipally known as Part Lots 7, 8 & 9, Concession 10 from Agriculture (A) Zone to a Hamlet Residential Site-Specific Zone with a Holding Provision (HR(spXX)(h-Y) to permit a residential subdivision consisting of single detached dwellings, additional residential unit, a home business and a park.

The application was submitted to the Township in 2006 and underwent an initial review before becoming inactive. The application was reactivated when a subsequent submission was made on August 19, 2025. It is staff's understanding that in 2006 the *Planning Act* did not include the requirement for applications to be deemed to be complete and as such staff are processing the application as if it had been deemed complete in 2006.

Following Council's receipt of a progress update on July 15, 2026, Township staff and consultants commenced a comprehensive review of the application on its merits.

Consultation

The Zoning By-law Amendment Application was submitted to the Township in 2006, and the prescribed fee was not collected at this time but rather the application was being processed through third party invoicing. Since the original submission, the applicant has participated in a pre-consultation process in 2023 and has made five subsequent submissions beginning in 2025 to ensure that all required supporting documents and technical studies have been provided. As noted, there is no legislative requirement to deem the application complete, based on the 2006 application submission, however, the applicant has nevertheless undertaken the Township's current completeness review process. This has ensured that all required documentation has been submitted prior to the commencement of the technical review and public consultation processes.

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

Pre-consultation – May 18, 2024

- Site Plan – 39 Lots
- Site Plan – 46 Lots
- Water Well Records

- Groundwater Assessment Report
- Draft Plan of Subdivision
- Rail Noise and Vibration Impact Assessment
- Preliminary Stormwater Management Report
- Traffic Impact Study
- Bedrock Geology
- Borehole Monitoring Well Location Plan
- Hydrogeological Assessment
- Well Location Plan
- Railway Berm Cross Sections
- Railway Crossing Sightline Requirements

1st Submission – 2006

- Planning Consultant Letter
- County of Wellington Severance Application
- Comments from Arkell United Church
- Guelph Junction Railway Comments
- Objection to Proposed Development Petition
- Memorandum to Planning Advisory Committee
- Letters from residents
- Correspondence from Harden Environmental
- GWS Environmental Review
- Correspondence from City of Guelph regarding Official Plan Amendment
- Ministry of Municipal Affairs and Housing Comments
- County of Wellington Comments
- Comments from Guelph Field Naturalists
- Fire Department Comments
- Township Letter to Harden Environmental
- Correspondence from Planning Consultants

Pre-consultation to renew the application – April 2023

- Conceptual Plan – 39 Lots
- Conceptual Plan – 46 Lots
- Rail Noise and Vibration Impact Assessment
- Preliminary Stormwater Management Report

- Traffic Impact Study
- Well Water Records
- Groundwater Supply Assessment
- Draft Plan of Subdivision
- Bedrock Geology
- Borehole Monitoring Well Location Plan
- Hydrogeological Assessment
- Well Location Plan
- Traffic Drawings

2nd Pre-consultation submission – March 2024

- Traffic Impact Study
- Functional Servicing and Stormwater Management Report
- D5-4 Assessment
- Archaeological Report
- Stage 1-2 Archaeological Assessment

2nd Submission – August 19, 2025

- Letter to Township
- Stage 1-2 Archaeological Assessment
- Owner Authorization Form
- Letter to County of Wellington Planning regarding Mineral Aggregate Evaluation
- Letter to County of Wellington Planning regarding Alternate Site Evaluation
- Geotechnical Email from Chung & Vander Doelen
- Groundwater Supply Assessment
- Archaeological Report
- Hydrogeological Review
- ARL Groundwater Resources Response to Comments
- Test Pit Locations
- Results of Breeding Birds Surveys
- Preliminary Grading and Servicing Plan
- Water Balance Assessment
- Functional Servicing and Stormwater Management Report
- Traffic Impact Study
- Comment Matrix

- Test Pit No. 1
- Grain Size Analysis
- Stovel & Associates letter to Township re: MDS
- Conceptual Plan – 44 Lots

3rd Submission – January 27, 2026

- Parcel Register and PIN Map
- Draft Official Plan Amendment
- Planning Justification Report
- Draft Zoning By-law Amendment
- Agricultural Impact Assessment
- On-site Sewage Servicing Schematic
- Preliminary Grading and Servicing Plan
- Functional Servicing and Stormwater Management Report
- Traffic Impact Study
- Letter from 2006 regarding Zoning By-law Amendment application

4th Submission – April 9, 2026

- Traffic Impact Study Addendum
- Comment Response Matrix
- Noise and Vibration Feasibility Study
- Terms of Reference

5th Submission – June 5, 2026

- Planning Justification Report Updated
- Agricultural Impact Assessment Updated
- Zoning By-law Amendment Wording
- HGC Responses to Peer Review Comments – Noise
- Noise and Vibration Feasibility Study
- Scoped Environmental Impact Study

Council, subject to staff's recommendation, deemed the application to be able to proceed to public consultation on July 15, 2026. The legislation sets out the following process to be completed:

- Circulate the statutory notice to properties within a 120 metre buffer, in addition to all required agencies;
- Peer review all submitted materials to the satisfaction of the Township;
- Present the application to the Township Planning and Development Advisory Committee for comments (September 8, 2026);
- Schedule and conduct at least one public meeting (Tentatively October 7, 2026);
- Advertise the complete application and public meeting in the Wellington Advertiser in accordance with statutory notice requirements and installing physical signage on the property; and
- Provide Council with a planning recommendation report and proposed by-law (Date to be determined).

Financial Implications

None

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

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

Attachments

Schedule "A" – Key Map

Schedule "B" – 1st and 2nd Pre-consultation Submissions and Comment Summaries (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "C" – 1st Submission of Zoning By-law Amendment application and Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "D" – 2nd Submission of Zoning By-law Amendment application and Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "E" – 3rd Submission of Zoning By-law Amendment application and Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "F" – 4th Submission of Zoning By-law Amendment application and Comment Summary (Due to size limitations please see all documents available here: puslinch.ca/activezoning)

Schedule "G" – 5th Submission of Zoning By-law Amendment application and Comment Summary (Due to website file size limitations this information can be viewed at puslinch.ca/activezoning)

Respectfully submitted,

Monika Farncombe
Planning & Corporate Services
Coordinator

Reviewed by:

Justine Brotherston
Director of Corporate Services/
Municipal Clerk

Schedule "A"

KEY MAP

