



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 13, 2026, COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

7. Application for Minor Variance or Permission under section 45 of the Planning Act to be heard by the Committee this date:

7.1. D13-SUT, 129 Farnham Rd, Township of Puslinch

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, Section 4.2(a)(iii) to allow for a separate secondary entrance to service a proposed additional residential unit in an existing accessory structure.

Recommendation:

That Report D13-2026-013 for Minor Variance application D13-SUT for the lands municipally known as 129 Farnham Road in the Township of Puslinch be received for information; and

Whereas the Owner is requesting relief from Section 4.2(a)(iii) of the Township of Puslinch Zoning By-law 23-2018 (Puslinch Zoning By-law), as amended, to allow for a separate secondary entrance to service a proposed additional residential unit (ADU) in an existing accessory structure; and

Whereas the subject lands are designated Prime Agricultural within the County of Wellington Official Plan (Official Plan) and zoned Agricultural under the Puslinch Zoning By-law; and

*Whereas Planning Staff is of the opinion that the requested variances maintain the general intent and purpose of the County of Wellington Official Plan, the Township Zoning By-law and meet 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 ≠



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD. 34

MINUTES

DATE: September 8, 2026

MEETING: 7:00 p.m.

The September 8, 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
Paul Sadhra

ABSENT:

STAFF IN ATTENDANCE:

Monika Farncombe, Planning & Corporate Services Coordinator
Max Fedchyshak, NPG Planning Solutions, Township Planner

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2026-028:

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

That the Committee approves the September 8, 2026 Agenda as circulated.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026 COMMITTEE OF ADJUSTMENT MEETING
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AT 7404 WELLINGTON RD. 34

CARRIED.

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. CONSENT AGENDA

6.1 Approval of the Minutes

6.1. July 14, 2026 Committee of Adjustment Meeting Minutes.

Resolution No. 2026-029:

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

That the Committee of Adjustment approves the Minutes from the meeting held July 14, 2026 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-SAM – 111 Carter Rd, Township of Puslinch

Requesting relief of New Comprehensive Zoning By-law # 23-2018, as amended, Section 11.0, Table 11.3– Reduced Lot Agricultural Standards to permit a minimum lot frontage of 13m instead of 25 m as required.

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 83 Carter Road to the Severed Parcel to be 164 m instead of 208 m as required.

Resolution No. 2026-030:

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 8, 2026 COMMITTEE OF ADJUSTMENT MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION & IN PERSON
AT 7404 WELLINGTON RD. 34

That Report D13-2026-14 for Minor Variance application D13-SAM for the lands municipally known as 111 Carter Road, in the Township of Puslinch, legally described as Part of Lot 6, East of Blind Line, Plan 131 be received for information; and

Whereas the Owner is requesting relief from Section 4.16.1 (MDS I – New Non Farm Uses) and Section 11.4 (Reduced Agricultural Lot Requirements) of the Township of Puslinch Zoning By-law 23-2018, as amended (Puslinch Zoning By-law), to permit a reduced Minimum Distance Separation (MDS) and reduced lot frontage; and

Whereas this application is required as a condition of consent application B6-26 that was approved at the County of Wellington (Land Division Committee), which provided condition approval related to the creation of one severed lot and one retained lot;

Whereas the subject lands are designated Prime Agricultural and PA7-4 within the County of Wellington Official Plan and are zoned Agricultural within the 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.

CARRIED.

8. NEW BUSINESS

None

9. Staff Reports

None

9. ADJOURNMENT

Resolution No. 2026-031:

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

That the Committee of Adjustment hereby adjourns at 7:19 p.m.

CARRIED.



REPORT D13-2026-013



TO: Committee of Adjustment Chair and Members of Committee

PREPARED BY: Max Fedchyshak, MCIP, RPP, Planning Lead

PRESENTED BY: Monika Farncombe, Planning and Corporate Services Coordinator

MEETING DATE: October 13, 2026

SUBJECT: Minor Variance Application File: D13-SUT
129 Farnham Road, Township of Puslinch

APPLICANT: Ruth Sutherland, Owner

RECOMMENDATION

That Report D13-2026-013 for Minor Variance application D13-SUT for the lands municipally known as 129 Farnham Road in the Township of Puslinch be received for information; and

Whereas the Owner is requesting relief from Section 4.2(a)(iii) of the Township of Puslinch Zoning By-law 23-2018 (Puslinch Zoning By-law), as amended, to allow for a separate secondary entrance to service a proposed additional residential unit (ARU) in an existing accessory structure; and

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

Whereas Planning Staff is of the opinion that the requested variances maintain the general intent and purpose of the County of Wellington Official Plan, the Township Zoning By-law and meet the four tests of the *Planning Act*;

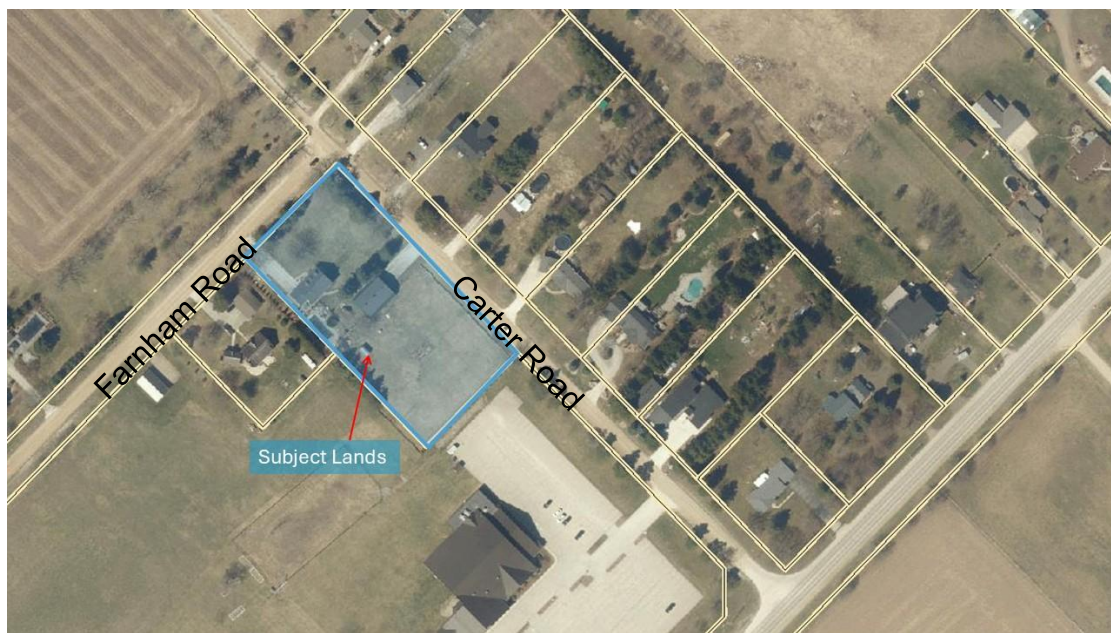
Therefore, that Planning Staff recommend that the Minor Variance application be approved.

Requested Relief

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

Regulation	By-law Section	Requirement	Proposed
General Provisions for Attached and Detached Additional Residential Units	Section 4.2	Driveway access to both the principal dwelling unit and the additional residential unit shall be shared and limited to one so that no new entrance from the street shall be created;	To permit a separate secondary entrance to service a proposed additional residential unit in an existing accessory structure

Subject Property Key Map:



Background:

The subject lands are located along Farnham Road within the Township of Puslinch and are situated within a rural area characterized by a mix of rural residential and agricultural uses. The lands are zoned Agricultural (A) under the Township Zoning By-law and ARUs (Attached and Detached) are a permitted use within the Agricultural (A) Zone. The subject lands feature a lot area of approximately 0.75 hectares with approximately 61 metres of frontage on Farnham Road and approximately 122 metres of frontage on Carter Road. The subject lands feature an existing single detached dwelling and one accessory structure. The accessory structure currently features an existing access from Carter

Road, located approximately 50 metres from the property frontage and approximately 60 metres from the rear lot line.

The owner is proposing to construct an ARU within the existing accessory structure. Section 4.2(a)(iii) of the Township Zoning By-law provides the following:

(iii) Driveway access to both the principal dwelling unit and the additional residential unit shall be shared and limited to one so that no new entrance from the street shall be created;

As the existing accessory structure features a separate driveway access, zoning relief is required related to this provision.

Discussion of Four Tests of Minor Variance:

Four Tests	Discussion
Does the proposed relief maintain the general intent and purpose of the Official Plan?	The County of Wellington Official Plan supports the creation of ARUs to enhance local housing supply. The proposed variance facilitates an ARU by utilizing an existing driveway access, requiring no new street cuts or physical expansion that could affect the property's agricultural character. Because the access is already established, its continued use for the ARU presents no traffic or safety concerns, thereby maintaining the general intent and purpose of the Official Plan.
Does the proposed relief maintain the general intent and purpose of the Zoning By-law?	The intent of restricting properties to a single shared driveway is to prevent the creation of additional accesses and ensure safe traffic operations. As the secondary driveway is already established and features frontage on a separate road the proposed variance does not introduce any new accesses, safety or traffic concerns and therefore achieves the intent of the Zoning By-law.
Is the proposed relief desirable for the development and use of the land, building or structure?	Utilizing the existing driveway provides safe and convenient access for the ARU without requiring any physical alterations on the property. The proposed variance promotes gentle housing intensification while maintaining practical site functionality and avoiding unnecessary site disturbances, making it a desirable development for the site and surrounding neighbourhood.
Is the proposed relief considered minor in nature?	The evaluation of "minor" generally focuses on impacts to adjacent lands. The existing accessory structure already utilizes a dedicated driveway with a sufficient setback from neighbouring accesses. An ARU utilizing the separate, pre-existing access does not generate adverse traffic impacts,

Four Tests	Discussion
	safety hazards, and therefore can be 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 reviewed by:

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

Justine Brotherson
Director of Corporate Services/
Municipal Clerk

Cloudpermit application number
CA-3523001-P-2026-87

Applicant, Property owner, Payer

Last name Sutherland	First name Ruth	Corporation or partnership
Street address 129 Farnham Rd	Unit number	Lot / Con.
Municipality Puslinch	Province ON	Postal code N0B 2J0
Other phone	Mobile phone [REDACTED]	
Fax	Email	

Subject Land Information

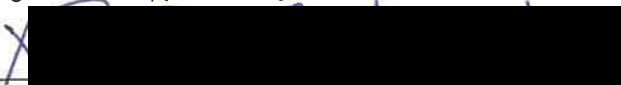
Address	Legal description	Roll number
129 FARNHAM RD (Primary)	PLAN 131 PT LOTS 13-15 WOBLB	2301000008167050000

Sworn Declaration of Applicant

Complete in the presence of a Commissioner for taking affidavits

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

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

		
Signature of Commissioner for taking affidavits 	Municipality <i>Township of Puslinch</i>	Day, month, year <i>10/09/2026</i>

Place an imprint of your stamp below

Monika Alyse Farncombe, a Commissioner, etc.,
Province of Ontario, for the Corporation of the
Township of Puslinch.
Expires February 14, 2027.

Affidavit and signatures

Applicant

The Ruth Sutherland, 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 2026-09-10, 1:34:13 p.m. EDT by Monika Farncombe with an authorization letter from Ruth Sutherland.

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
PLAN 131Lot
PT LOTS 13-15 WOBLB

Registered Plan Number

Area in Hectares

Area in Acres
1.8

Depth in Meters

Depth in Feet

Frontage in Meters

Frontage in Feet

Width of road allowance (if known)

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?

We plan to convert part of an accessory building (barn) on our corner property to an additional residential unit. This building has a secondary driveway to Carter Road which will service the additional residential unit. We have an approved entrance permit through amending bylaw 2026-054

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

Secondary entrance is already existing for 11 years and is not shared with principal dwelling entrance.

What is the current Official Plan and zoning status?Official Plan Designation
Prime AgricultureZoning Designation
Agricultural

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?

Corner Lot - access 1 on Farnham Rd and access 2 on Carter Rd

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		
Indicate the applicable water supply and sewage disposal:		
Private Well	☒ Existing	☐ Proposed
Communal Water	☐ Existing	☐ Proposed
Provincial Water Taking Permit	☐ Existing	☐ Proposed
Private Septic	☒ Existing	☐ Proposed
Communal Septic	☐ Existing	☐ Proposed
Other Provincial Waste Water System	☐ Existing	☐ Proposed
How is storm drainage provided? * ☐ Storm Sewers ☒ Ditches ☐ Swales ☐ Other means		

Existing Subject and Abutting Property Land Uses, Buildings and their Locations	
What is the existing use of the subject property? Residential	What is the existing use of the abutting properties? Institutional (Church) and Residential

Provide the following details for all existing buildings on the subject land		
Main Building Height in Meters Unknown	Main Building Height in Feet Unknown	Percentage Total Lot Coverage 4.6%
Percentage Accessory Lot Coverage 2.2 %	Number of Parking Spaces 8 total across both driveway	Number of Loading Spaces
Number of Floors 2	Total Floor Area in Square Meters N/a	Total Floor Area in Square Feet 2500
Ground Floor Area (Exclude Basement) in Square Meters n/a	Ground Floor Area (Exclude Basement) in Square Feet 1700 sq ft	

Provide the following details for all buildings proposed for the subject land		
Main Building Height in Meters 6m	Main Building Height in Feet NA	Percentage Total Lot Coverage 2.2%
Percentage Accessory Lot Coverage 167m2	Number of Parking Spaces total of 8 across two driveways	Number of Loading Spaces 0
Number of Floors 2	Total Floor Area in Square Meters N/A	Total Floor Area in Square Feet 1800sq ft
Ground Floor Area (Exclude Basement) in Square Meters N/A	Ground Floor Area (Exclude Basement) in Square Feet 1800	

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/AFront Yard in Feet
N/ARear Yard in Meters
N/ARear Yard in Feet
N/ASide Yard (interior) in Meters
N/ASide Yard (interior) in Feet
N/ASide Yard (Exterior) in Meters
N/ASide 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
1987Date of construction of buildings
property
1960sHow long have the existing uses
continued on the subject property?
1960sHas the owner previously applied for relief in respect of the
subject property?☐ Yes☒ No**Other Related Planning Applications**

Planning Application: Official Plan Amendment

☐ Yes ☒ No

Planning Application: Zoning By-Law Amendment

☐ Yes ☒ No

Planning Application: Plan of Subdivision

☐ Yes ☒ No

Planning Application: Consent (Severance)

☐ Yes ☒ No

Planning Application: Site Plan

☐ Yes ☒ No

Planning Application: Minor Variance

☐ Yes ☒ No

Are there any easements on the subject property?

☐ Yes ☒ No

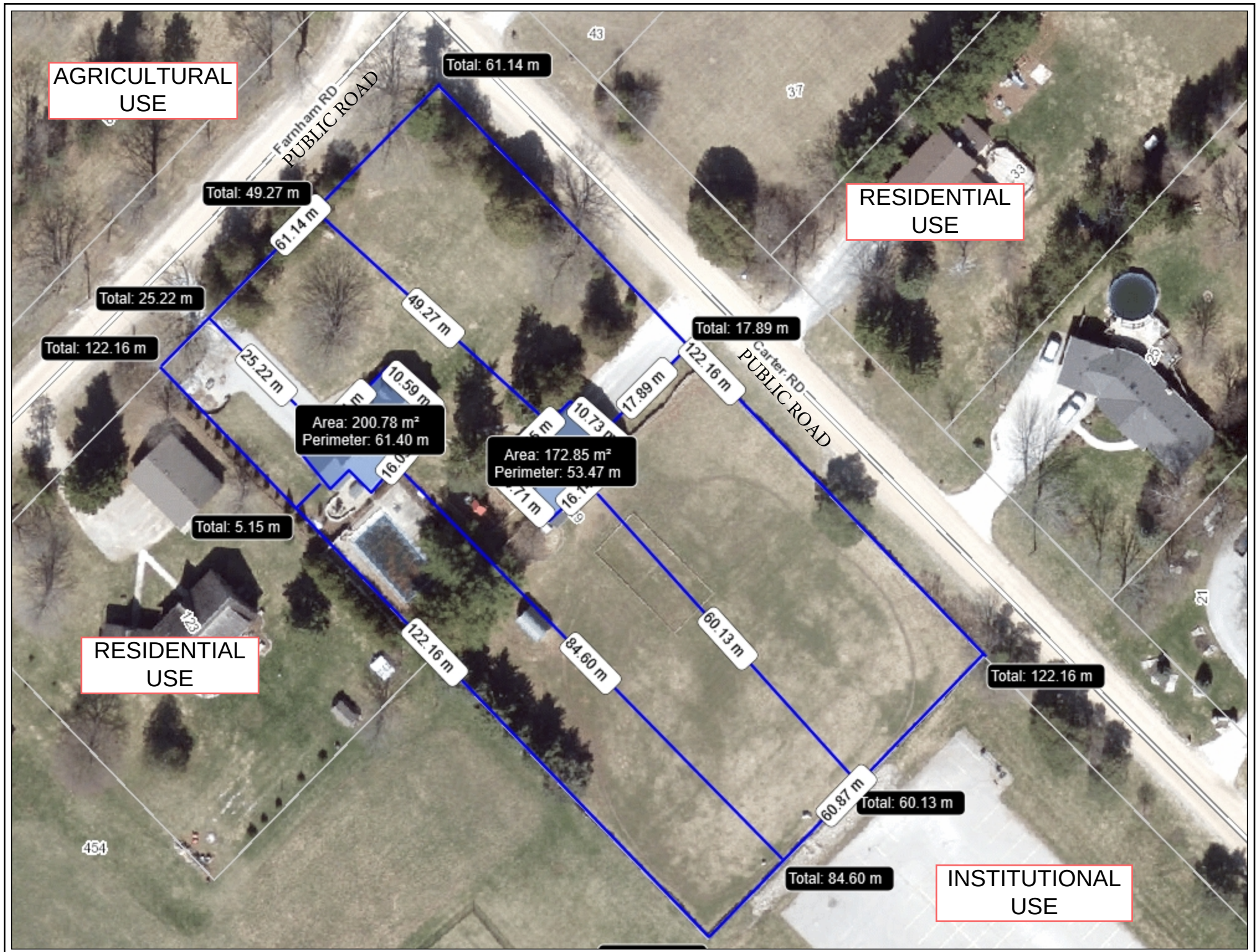
Minor Variance Application must be commissioned

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.



Comment Summary – D13-SUT – 129 Farnham Rd

Building/Fire/Bylaw/Roads: No comments

County Planning: No objection

Source Water: 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.