REPORT SUMMARY

THIS PROPOSAL HAS BEEN PLACED INTO THE EXPEDITED APPROVAL PROCESS YOUR ATTENDANCE IS NOT REQUIRED BEFORE THE LAND DIVISION COMMITTEE. PLEASE SIGN and RETURN THE 'AGREEMENT TO CONDITIONS' LETTER IMMEDIATELY

Date of Consideration: **July 23, 2015**

File Number: **B46/15**

Applicant: **Howard Southwood**

Subject Lands: TOWNSHIP OF CENTRE WELLINGTON (Elora) – Part Lot 2, Lot 3, SE side of Carlton Place, Reg Plan 181

Proposal is a request for consent to convey fee simple for a proposed severance 14.6m fr x 39.7m = 580 square metres in the TOWNSHIP OF CENTRE WELLINGTON (Elora) – Part Lot 2, Lot 3, SE side of Carlton Place, Reg Plan 181, vacant land for proposed urban residential use; retained lands are 630 square metres.

ISSUES: none

SUMMARY of FILED REPORTS and COMMENTS:

Township of Centre Wellington – staff opinion – in support of application; conforms to Official Plan; zoning compliance required – frontage and area; conditions to apply

County Planning - notice cards were posted at time of site visit; designated residential in urban centre – Elora; application is consistent with Provincial Policy and generally conforms to County Official Plan; no concerns

Conservation Authority (GRCA) – no objections

Others (e.g. neighbours) – Jeff Buisman – agent – cover letter explanation

PROPOSED CONDITIONS of APPROVAL

1) THAT the Owner's solicitor, in preparation for the issuance of the Certificate of Consent, provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a printed copy of the "completed electronic transfer document in preparation".
2) THAT the Solicitor for the Owner give an undertaking in writing to provide to the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee within 30 days of the date of registration in the Land Registry/Land Titles Office for Wellington (No. 61) a copy of the receipted and registered electronic transfer document including the Form 2 Certificate for Consent B46/15.
3) THAT the Owner, as provided for under Section 69 of the Planning Act, R.S.O. 1990, shall pay to the Treasurer of the County of Wellington the administrative fee which is in effect at the time of the payment of the fee for the review and issuance of the Certificate of Consent for the severed parcel.
4) THAT the transfer for registration with respect to description complies with Ontario Regulation 43-96; and if that description contains a reference to a Reference Plan(s), the Owner's solicitor **shall provide a full print of that deposited reference plan(s)** to the secretary-treasurer of the Planning and Land Division Committee.
5) THAT the Owner receive approval from the Township of Centre Wellington in a manner deemed acceptable to that road authority for an entrance to the severed parcel; and further that the Township of Centre Wellington file a letter of clearance of this condition with the Secretary-Treasurer of the Planning and Land Division Committee as written proof of fulfillment of this condition.
6) THAT the Owner satisfy all the requirements of the Township of Centre Wellington, financial and otherwise (included but not limited to Taxes paid in full; copy of Deposited Reference Plan; undertaking to advise Twp when deed is Registered; Tax Assessment Roll Setup Fee paid) which the local municipality may deem to be 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 of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
7) THAT the Owner satisfy the requirements of the Local Municipality in reference to parkland dedication as provided for in the Planning Act, R.S.O. 1990; and that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
8) THAT the Owner enter into a Development Agreement and/or Site Plan Agreement (Lot Grading and Drainage) including a Tree Preservation Plan to the satisfaction of the Township of Centre Wellington and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
9) THAT servicing connections to both the severed and retained lots be confirmed to the satisfaction of the Township of Centre Wellington; and further that the Township of Centre Wellington file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
10) THAT the Owner receive zoning compliance and classification from the Local Municipality in a manner deemed acceptable by the Local Municipality; and that the Local Municipality file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

*****Conditions may be deleted, added to, or changed at meeting*****

County of Wellington Planning and Land Division Committee
Deborah Turchet, Secretary-Treasurer
Wellington County Administration Centre
74 Woolwich Street, Guelph, ON N1H 3T9

July 9, 2015

NOTICE OF CONSIDERATION IN PUBLIC FORUM

Pursuant to SECTION 53 of the ONTARIO PLANNING ACT and applicable Regulations

with respect to Application for consent,

File B46/15

APPLICANT

Howard Southwood
22 Carlton Place
Elora ON N0B 1S0

LOCATION OF SUBJECT LANDS:

CENTRE WELLINGTON (Elora)
Part Lot 2, Lot 3, SE side of Carlton Place
Reg Plan 181

Proposed severance is 14.6m fr x 39.7m = 580 square metres, vacant land for proposed urban residential use.

Retained parcel is 16m fr x 39.5m = 630 square metres, existing and proposed urban residential use with existing dwelling and garage.

AND FURTHER TAKE NOTICE that the Committee has appointed **THURSDAY, July 23, 2015**

for the purpose of considering this **EXPEDITED APPLICATION.**

CONSIDERATION WILL BE HELD IN THE: 3A (Keith Room)
County of Wellington Administration Centre
74 Woolwich Street
Guelph, Ontario N1H 3T9

NOTICE is being sent to you for your information. **THE OWNER, APPLICANT OR AUTHORIZED AGENT, OR AUTHORIZED SOLICITOR IS NOT REQUIRED TO ATTEND**. MAKE SURE THAT THE AGREEMENT LETTER IS SIGNED AND RETURNED TO THE PLANNING AND LAND DIVISION COMMITTEE OFFICE.

Please also be advised that if a person or public body that filed an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Ontario Municipal Board may dismiss the appeal.

A Copy of the **DECISION** of the Committee will be sent **to the applicant, and to each person or agency who filed with the Secretary-Treasurer a written request for Notice of Decision.**

Additional Information regarding the application is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office, 74 Woolwich St. Guelph ON N1H 3T9

Phone - (519) 837-2600 x2170 Fax – (519) 837-3875

To view comments for this application on our website www.wellington.ca follow these steps:

- ⇨ **Government**
- ⇨ **Council and Standing Committees**
- ⇨ **Land Division Committee**
- ⇨ **choose month & year in drop down menus**
- ⇨ **Choose Land Division Committee in the drop down menu**
- ⇨ **open appropriate agenda**

TO: **Agent – Jeff Buisman**

RECEIVED
JUN - 2 2015

MUNICIPALITY COMMENTING FORM

The Planning and Land Division Committee, in considering the following application, respectfully requests input from the municipality. The Application and Sketch are enclosed for your information.

FILE NO: B46/15

APPLICANT

Howard Southwood
22 Carlton Place
Elora ON N0B 1S0

LOCATION OF SUBJECT LANDS

CENTRE WELLINGTON (Elora)
Part Lot 2, Lot 3, SE side of Carlton Place
Reg Plan 181

Proposed severance is 14.6m fr x 39.7m = 580 square metres, vacant land for proposed urban residential use.

Retained parcel is 16m fr x 39.5m = 630 square metres, existing and proposed urban residential use with existing dwelling and garage.

PLEASE PROVIDE COMPLETE PROPERTY ASSESSMENT ROLL NUMBER: 2326.000.011.13700

Does this description reasonably describe the parcel holdings? YES(✓) NO( )

If answer is no, please provide new information: _____

Do you consider this proposal to conform to your Official Plan? YES(✓) NO( )

What Section(s) does it conform to or contravene? (Please specify)
E.9.3 – Consents and C.5.5 – Residential Intensification

Will the Severed Parcel comply with all requirements of the Zoning By-law? YES [ ] NO [✓]

(Please Specify) R1A – Heritage Overlay – frontage & area do not comply

Will the Retained Parcel comply with all requirements of the Zoning By-law? YES [ ] NO [✓]

(Please Specify) R1A – Heritage Overlay – frontage and area do not comply

If Necessary, would the Municipality be prepared to consider an **Amendment** to the Zoning By-Law to permit the proposal to conform? YES(✓) NO( ) N/A( ) or **Minor Variance** YES( ) NO( ) N/A( )

Is proposal on an opened maintained year-round public road YES(✓) NO( )
If answer is NO, is municipality willing to enter into an agreement regarding use of the seasonal road, or opening up the road ?

Please specify Carlton Place

Is the Proposed Lot(s) serviced now by Municipal Water YES(✓) NO( )

Is the Retained Lot serviced now by Municipal Water YES(✓) NO( )

Is the Proposed Lot(s) serviced now by Municipal Sewers YES(✓) NO( )

Is the Retained Lot serviced now by Municipal Sewers YES(✓) NO( )

Is there a **Capital Works Project** underway to service these lots in the near future YES( ) NO( ) N/A

Approximate Time of Servicing Availability: _____

Are there any other servicing arrangements, Municipal easements or Municipal Drains on the subject lands?

N/A

RECEIVED
JUL 02 2015
SECRETARY TREASURER
WELLINGTON COUNTY
LAND DIVISION COMMITTEE

Continued to Page 2

MUNICIPALITY COMMENTING FORM

FILE NO: B46/15

Is the Municipality's Building Official satisfied that there is a sufficient site on the severed parcel for individual well and septic services?
YES [ ] NO [ ]

N/A

Is there any further information that may assist the Planning and Land Division Committee?
[A letter may be attached if there is insufficient space to explain]

N/A

Is the Municipality in support of this application? **YES(✓) NO( )** Planning staff opinion only

What Conditions, if any, are requested by the Municipality if the Consent is granted?

Please see attached sheet of conditions.

Does the Municipality request a Notice of the Decision? YES(✓) NO( )

SIGNATURE _____

TITLE: Planner

ADDRESS: 1 MacDonald Square, Elora ON N0B 1S0

DATE: June 30/15

FILE NO: B 46/15 – Howard Southwood
21 Carlton Place, Elora

Conditions requested if the Consent is granted:

- [x] That land be dedicated or other requirements met for park or other public recreational purposes.
- [x] Satisfy all the requirements of the local municipality, financial and otherwise
- [x] Driveway entrance approval
- [x] Taxes Paid in Full
- [x] Service Connections to be confirmed
- [ ] Official Plan Amendment
- [x] Zoning Compliance
- [x] Development Agreement and/or Site Plan Agreement (Lot Grading and Drainage)
- [x] Copy of deposited Reference Plan
- [x] Undertaking to advise Township when deed is Registered
- [x] Tax Assessment Roll Setup Fee

Additional Notes:

LDC-conditions

Planning and Development Department | County of Wellington
County Administration Centre | 74 Woolwich Street | Guelph ON N1H 3T9
T 519.837.2600 | F 519.823.1694

Application	B46/15
Location	Part Lot 2, Reg. Plan 181 TOWNSHIP OF CENTRE WELLINGTON (Elora)
Applicant/Owner	Howard Southwood

PLANNING OPINION: This application would sever a vacant 580 sq. m (6243 sq. ft.) residential lot in Elora. A 630 sq. m (678 sq. ft.) lot would be retained and is currently occupied by a dwelling and garage.

This application is consistent with Provincial Policy and would generally conform to the County Official Plan. We would have no concerns, provided that servicing and safe access can be provided to the satisfaction of the local municipality.

PLACES TO GROW: The Places to Grow policies place an emphasis on intensification and optimizing the use of existing land supplies. Under section 2.2.2.1 which deals with managing growth it states, "population and employment growth will be accommodated by focusing intensification in intensification areas". Intensification is defined as "the development of a property, site or area at a higher density than currently exists through,.....b) the development of vacant and/or underutilized lots within previously developed areas; or c) infill development".

PROVINCIAL POLICY STATEMENT (PPS): Section 1.1.3 of the Provincial Policy Statement directs growth to occur within settlement areas. The proposed lot creation is located within the Fergus Urban Centre and is consistent with the PPS.

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated RESIDENTIAL in the Urban Centre of Elora. Section 10.6.2, states that new lots may be created in Urban Centres provided that the lands are appropriately zoned. Lot creation will normally proceed by plan of subdivision and will be based on the provisions of full urban services, wherever such services are available. We are satisfied that a plan of subdivision is not necessary for the creation the proposed lot.

The matters under Section 10.1.3 were also considered.

LOCAL OFFICIAL PLAN: The subject lands are designated RESIDENTIAL and are located within the heritage district.

LOCAL ZONING BY-LAW: The subject property is currently zoned Residential (R1A) with are within a heritage area.

SITE VISIT INFORMATION: The subject property was visited and photographed on June 25, 2015. Notice Cards were posted and the survey sketch appears to meet the application requirements.

Linda Redmond, Senior Planner
June 26, 2015

400 Clyde Road, P.O. Box 729 Cambridge, ON N1R 5W6

Phone: 519.621.2761 **Toll free:** 866.900.4722 **Fax:** 519.621.4844 **Online:** www.grandriver.ca

PLAN REVIEW REPORT TO:	County of Wellington, Planning & Land Division Committee Deborah Turchet, Secretary-Treasurer

DATE: June 22, 2015 **YOUR FILE:** B46/15
GRCA FILE: CentWell/2015/Sev/C

RE: **Application for Consent B46/15**
Part Lot 2, Lot 3, SE side of Carlton Place, Reg Plan 181
Township of Centre Wellington
Howard Southwood

GRCA COMMENT:*

The Grand River Conservation Authority (GRCA) has no objection to the proposed severance of 580 square metres of vacant land for proposed urban residential use.

BACKGROUND:

1. **Resource Issues:**

   Information currently available at this office indicates that the lands to be severed and retained do not contain any features of interest to the GRCA.

2. **Legislative/Policy Requirements and Implications:**

   None.

3. **Additional Information/Suggestions provided in an advisory capacity:**

   We wish to acknowledge receipt of the applicable plan review fee in the amount of $380.00 for the processing of this application.

Should you have any questions or require further information, please contact the undersigned at 519-621-2763 ext. 2320.

Yours truly,

Jason Wagler, MCIP, RPP
Resource Planner
Grand River Conservation Authority

RECEIVED
JUN 26 2015
SECRETARY TREASURER
WELLINGTON COUNTY
LAND DIVISION COMMITTEE

* ***These comments are respectfully submitted to the Committee and reflect the resource concerns within the scope and mandate of the Grand River Conservation Authority.***

Encl. (1)

cc. Township of Centre Wellington
Sarah Wilhelm, County of Wellington
Howard Southwood, 22 Carlton Place, Elora ON, N0B 1S0

Copyright © Grand River Conservation Authority, 2015

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Grand River Conservation Authority
Map created: June 5, 2015

B46-15 - Carlton Place

LEGEND

- WATERSHED BOUNDARY (GRCA)
- UTILITY LINE (NRVIS)
- ROADS-ADDRESSED (MNR)
- RAILWAY (NRVIS)
- CLASSIFIED STREAMS - NEW (NRVIS)
  - COLD WATER
  - COOL WATER
  - UNKNOWN
  - WARM WATER
- WATERCOURSE - DRAFT (GRCA)
- DRAINAGE-NETWORK (GRCA)
- PARCELS-ASSESSMENT (MPAC)
- LOTS (NRVIS)
- FLOODPLAIN (GRCA)
  - ENGINEERED
  - APPROXIMATE
  - ESTIMATED
- WETLAND (GRCA)
- SLOPE VALLEY (GRCA)
  - STEEP
  - OVERSTEEP
- SLOPE EROSION (GRCA)
  - STEEP
  - OVERSTEEP
  - TOE
- WETLAND (NRVIS)
  - PROVINCIALLY SIGNIFICANT
  - LOCALLY SIGNIFICANT
  - UNEVALUATED
- PARKS (GRCA)
- REGULATION LIMIT 2014 (GRCA)
- DRAINAGE-POLY (NRVIS)
- 2010 ORTHO (ONT)

GRCA Disclaimer

This map is for illustrative purposes only. Information contained hereon is not a substitute for professional review or a site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for, nor guarantees, the accuracy of the information contained on this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.

The source for each data layer is shown in parentheses in the map legend. For a complete listing of sources and citations go to:

http://grims.grandriver.ca/docs/SourcesCitations1.htm

0 11.5 23 34.5 46 m.

NAD 1983, UTM Zone 17 Scale 1:1,000

N

B46/15

Van Harten
SURVEYING & ENGINEERING

May 21, 2015
Jeff.Buisman@vanharten.com
22754-15

County of Wellington Land Division Committee
74 Woolwich Street
GUELPH, Ontario
N1H 3T9

Attention: Ms. Deborah Turchet

Dear Ms. Turchet:

Re: **Severance Sketch and Application for Southwood**
21 Carlton Place
Part of Lots 2 & 3, Southeast Side of Carlton Place Plan 181
PIN 71410-0118
Village of Elora
Township of Centre Wellington

Please find enclosed an application for a severance on the above-mentioned property. Included with this submission are copies of the severance sketch, completed application form, required deeds, names and addresses of neighbours, a cheque to Wellington County for $ 1,000 and a cheque to GRCA for $380.

Proposal

The proposal is to create a new residential parcel of 14.6± wide and 39.8± deep (580± m^2) leaving a parcel of 16.0± wide and 39.7± deep (630± m^2) for the existing residence.

The proposed configuration fits well with the neighbourhood. However, the proposed Lot Frontage and Area are slightly less than those required in the Zoning By-law. A Minor Variance Application will be submitted to address these requirements after the severance is approved.

Please call me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.

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

JEB:lb

c.c. Howard Southwood