



February 12, 2025

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

Planning and Development Department  
Township of Puslinch  
7404 Wellington Road 34  
Puslinch, ON N0B 2J0

**RE: Official Plan and Zoning By-law Amendment Applications  
4631 Sideroad 20 North, Township of Puslinch  
Our File No. 22451'A'**

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On behalf of our client, Puslinch Developments GP Inc., we are pleased to submit Official Plan and Zoning By-law Amendment applications for the proposed development, located on the lands municipally addressed as 4631 Sideroad 20 North, in the Township of Puslinch (the "subject lands").

The proposed Official Plan and Zoning By-law Amendment applications are required to facilitate the development of the subject lands as an innovative employment campus. The intent of the development is to create a well-designed site to serve as the headquarters for Danby Appliances and Upper Canada Forest Products. The first phase of the proposed development includes a two-storey building that will house the corporate head offices for both companies. The development would employ a range of professions including engineering, marketing, accounting, sales and customer service. In addition, warehousing and light assembly would form a significant component of the development. To create a prestige employment campus additional complementary uses are contemplated, including a public daycare, fitness centre, on-site amenity space and a publicly accessible trail network that links to the adjacent trails

It is the intent that additional space for further employment development will be available through compact building design and efficient site design that includes shared facilities (i.e. driveways, parking areas, amenity, etc.) The full build out includes a total of three (3) industrial buildings. The Master Plan illustrates 894 parking spaces, however, the ultimate amount of parking will be confirmed through the site plan stage, based on the ultimate GFA of each building.

The approach to the Official Plan Amendment and Zoning By-law Amendment is to establish the policy and regulatory framework to allow for the full buildout of the subject lands as an employment campus. The full build-out of the employment campus is approximately 95,271 sq.m (1,025,500 sq. ft) of gross floor area (GFA). The proposed development represents significant economic investment in the Township and will provide for substantial opportunities for job creation.

The subject lands are currently designated *Secondary Agricultural* and *Rural Employment* in the County of Wellington Official Plan (Schedule B7), and are zoned Agriculture (A), Future Development 3 (FD3) and Natural Environment (NE) in the Township of Puslinch Zoning By-law 023-18.

An Official Plan Amendment is required to redesignate the portion of the subject lands that is currently designated *Secondary Agricultural* to *Rural Employment Area*. A Zoning By-law Amendment is required to rezone the entirety of the lands to "Industrial (IND)" and add a site specific use to permit the proposed daycare centre.

In support of the Official Plan and Zoning By-law Amendment Applications, we are pleased to provide a digital copy of the following:

- A cheque in the amount of \$19,660.00 to the Treasurer of the County of Wellington for the Official Plan Amendment application fee;
- A cheque in the amount of \$17,625.00 to the Township of Puslinch for the Zoning By-law Amendment application fee;
- A fully completed County of Wellington Official Plan Amendment application form including all required authorizations;
- A Parcel Register confirming ownership of the subject lands;
- A complete Source Water Protection Screening Form;
- A completed Public Consultation Strategy Form;
- A Conceptual OPA/ZBA Development Plan and Renderings, prepared by Sweeny & Co. Architects;
- A Planning Justification Report, including a draft Official Plan Amendment and Zoning By-law Amendment, prepared by MHBC Planning Ltd.;
- An Urban Design Brief, prepared by MHBC Planning Ltd.;
- A Traffic Impact Study, prepared by GHD Limited;;
- A Water Supply Analysis Report, prepared by GHD Limited;
- A Sewage Report, prepared by GHD Limited;
- A Geotechnical Investigation Report, prepared by GHD Limited;
- A Stormwater Management Report, prepared by GHD Limited;
- A Functional Servicing Report, prepared by GHD Limited;
- Grading and Servicing Plans, prepared by GHD Limited; and,
- An Environmental Impact Study, including a Hydrogeological Report and an Arborist Report, prepared by GHD Limited.

The Zoning By-law Amendment application and supporting materials will be submitted digitally through the CloudPermit portal. The above noted cheques will be couriered to the County and Township under separate cover.

A complete list of the landowners and mailing addresses for properties within 120 metres of the subject lands will be prepared by Township of Puslinch staff, and will be sent directly to County staff.

We look forward to working with County and Township staff on this exciting project. Should you have any further questions, please do not hesitate to contact the undersigned.

Yours truly,

**MHBC**

A handwritten signature in black ink, appearing to read "E. Elliott". The signature is written in a cursive, somewhat stylized font.

Emily Elliott, BES, MCIP, RPP  
Partner

cc. Jim Estill, Rob Wigood, Lynda Murray