



The County of Wellington  
Planning Dept.

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**MAR 13 2025**

County of Wellington  
Planning and Development Services  
74 Woolwich Street  
Guelph, ON  
N1H 3T9

File # 1012

March 12, 2025

**Attn: Meagan Ferris, Manager of Planning and Environment**

**RE: Applications for Official Plan Amendment (Settlement Area Boundary Expansion) and Draft Plan of Subdivision in Centre Wellington  
968 St. David Street North, Fergus**

Dear Meagan,

Fergus South Inc. (c/o Polocorp) is pleased to submit the following applications for Official Plan Amendment and Draft Plan of Subdivision (OPA/DPS) for the lands located at 968 St. David Street North in the Township of Centre Wellington. Polocorp has retained David Galbraith (c/o UP Consulting) to act as our Planner on this file. The proposed applications intend to redesignate the above noted lands to permit a residential Plan of Subdivision development. Applications for Local Official Plan Amendment and Zoning By-law Amendment have also been submitted concurrently to the Township of Centre Wellington in support of the overall proposed development.

At the time of this submission, County OPA No. 126 has not yet been approved but it has been recommended for inclusion in numerous reports, including the March 3, 2025, Public Information Meeting. To provide the County and Centre Wellington with greater clarity on Polocorp's plans to expedite housing, we have submitted an OPA application for the Settlement Area Boundary Expansion on the subject lands. If it is determined that this application is unnecessary or redundant, Polocorp will withdraw it in favor of the final decision on OPA No. 126. Additionally, this application reinforces the County's decision to include 968 St. David Street North in its expansion, as all the necessary studies have been completed.

In support of the applications to the County & Township, the following materials have been prepared:

- Planning Justification Report, prepared by UP Consulting (dated March 11, 2025),
- Draft Official Plan Amendment Text and Schedules, prepared by UP Consulting,
- Draft Zoning By-law Amendment Text and Schedules, prepared by UP Consulting,
- Draft Plan of Subdivision & data file, prepared by Polocorp Inc. (dated March 4, 2025, revised with Surveyor/Owner signatures March 11, 2025),

- Boundary Survey & data file, prepared by JD Barnes (dated February 5, 2024),
- Stage 1-2 Archaeological Assessment, prepared by AMICK (dated February 25, 2025),
- Environmental Impact Study, prepared by Dougan & Associates (dated February 2025),
- Parks and Landscape Plans, prepared by Dougan & Associates (dated February 2025),
- Arborist Report & Tree Preservation Plan, prepared by Dougan & Associates (dated February 2025),
- Minimum Distance Separation Memo, prepared by Stantec (dated January 22, 2025),
- Functional Servicing and Stormwater Management Report, prepared by GEI Consultants (dated March 12, 2025),
- Geotechnical Report, prepared by CVD Engineering Ltd. (dated February 6, 2025),
- Hydrogeological Study, prepared by CVD Engineering Ltd. (dated January 31, 2025),
- Salt Management Plan, prepared by GEI Consultants (dated March 12, 2025),
- Engineering Drawing Set, prepared by GEI Consultants (dated March 12, 2025),
- Township's Circulation List (under separate cover from Township to County)
- Noise and Vibration Feasibility Study prepared by HGC (dated March 5, 2025), and
- Transportation Impact Study, prepared by Paradigm Transportation Solutions Limited (dated February 2025).

The following forms and applications have also been submitted in support of the proposed development:

- County's Draft Plan of Subdivision Application Form,
- County's Official Plan Amendment Application Form,
- County's Public Consultation Strategy Form,
- Township's Zoning By-law Amendment Application Form,
- Township's Official Plan Amendment Application Form,
- Township's Draft Plan of Subdivision Review & Deposit Form, and
- Source Water Protection Screening Form.

An application fee has been prepared for **\$91,385.00** (Cheque No. 4962), payable to the County of Wellington, as per the fee schedule below. The fee schedule is still to be confirmed with County Staff, but an adjusted cheque can be prepared if there is a discrepancy after submission.

<b>Fee Schedule - County of Wellington</b>	
Draft Plan of Subdivision base fee	\$13,250.00
+ \$85 per unit or lot (323 units)	\$27,455.00
OPA Settlement Area Boundary Expansion	\$39,320.00
Local Official Plan Amendment	\$3,670.00
Rezoning Application Review	\$7,690.00
<b>TOTAL</b>	<b>\$91,385.00</b>

Please note original hard copies of the County application forms and signed Draft Plan of Subdivision drawing will be delivered to the County. If any additional hard copies of the forms or supporting materials are required, we are happy to provide at your request. We trust that the enclosed is sufficient to meet the submission requirements for a complete application for the proposed OPA/DPS applications. Should you require any additional information, please do not hesitate to contact the undersigned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mike Puopolo". The signature is written in a cursive style with a large initial "M" and "P".

Mike Puopolo,  
Co-CEO, Polocorp Inc.

Cc: David Galbraith (UP Consulting)  
Mitch Baker (UP Consulting)  
Matthew Warzecha, Polocorp Inc  
Ruth Tregenza, Polocorp Inc